FitJeevan

2026 Edition · Updated to November 2026

Simple English · On your phone · Start with free AI

The AI Book for Every Home

116 ready prompt cards English + हिंदी

From beginner to hero: make studies, jobs, shop, farm and home work easier with AI, and stay safe from scams and false promises.

Works with these free AI apps: ChatGPT · Gemini · Claude · Meta AI · Copilot · Perplexity



First Step › Learn to Talk › Everyday Tasks › Work and Business › Safety Shield › Hero

Author

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Publisher: ANSYS (FitJeevan)

Independent book; not affiliated with or endorsed by any AI company.



The AI Book for Every Home

Beginner to Hero · 22 chapters · 116 prompt cards · 22 worksheets

Vivek Kumar

ANSYS (FitJeevan) · November 2026

The AI Book for Every Home (2026 edition). English edition of "हर घर की AI किताब".
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How this book works

6 levels, 22 chapters: from complete beginner to AI "hero"

This book is built like a staircase. Each level rests on the one before, so if you are reading for the first time, start at Level 0. If you already use AI, read Chapter 4 (the seven habits) first, then go straight to the chapter for your work.

Level 0: First Step

Lose the fear, pick an app, have your first chat

Chapters 1-3

Level 1: Learn to Talk

Good prompts, your own language, and checking answers

Chapters 4-6

Level 2: Everyday Tasks

Studies, jobs, home and family, farming, legal papers and health

Chapters 7-12

Level 3: Work and Business

Shop, online selling, office, pictures and video, creators

Chapters 13-17

Level 4: Safety Shield

Scams, deepfakes, privacy and the law

Chapters 18-19

Level 5: Hero

Honest earning, hero methods and a 30-day plan

Chapters 20-22

Who are you? Go straight here



Students
Chapter 7



Exam aspirants
Chapter 7



Job seekers
Chapter 8



Homemakers
Chapter 9, 12



Seniors
Chapter 3, 9, 12, 18



Farmers
Chapter 10



Shopkeepers
Chapter 13, 14



Office workers
Chapter 15



Teachers
Chapter 15



Creators
Chapter 16, 17



Freelancers
Chapter 14, 20



Everyone
Chapter 1-6, 11, 12, 18, 19

What every chapter gives you

1. **😟 The real problem**
   The difficulty people face today, and how to solve it.

2. **✍️ Prompts to copy**
   Fill your details into the [blanks], run the rest as is.

3. **🔁 Weak vs strong**
   Two prompts for the same job, so the difference is obvious.

4. **🙂 True-to-life stories**
   What people like you did with AI, and the mistakes they made.

5. **🗂️ Prompt cards + ✏️ worksheet + 🧠 quiz**
   Do it by hand to make it stick.

💡 The biggest rule

Read with your phone in your hand. Run every prompt right there. Reading gives you 10%, doing gives you 90%.

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Level 0 / 5

First Step

Lose the fear, pick an app, have your first chat

1. What Is AI? Drop the Fear, Build Understanding 9

2. The Right App, the Right Account, No Money Trapped 22

3. First Conversation: Speak on Your Phone, Show a Photo, Give a File 37

Level 0 · First Step

Chapter 1

What Is AI? Drop the Fear, Build Understanding

What we understand, we do not fear. We put it to work.



😟 The real problem

There is noise about AI everywhere. Some say it will eat up jobs, some sell "Earn lakhs with AI" in ₹99 courses, and some say never trust it. The common person cannot understand what it really is, how correct it is, and whether they will get cheated because of it. Stuck in this fear and confusion, many people never even start, and they get left behind.

📌 In this chapter you will learn

- What AI really is, with examples from daily life
- How AI builds an answer by guessing the "next word", and why that matters
- Where AI is reliable and where it gets things wrong (hallucination, knowledge cutoff)
- How many people in India are using AI, and the truth about the fear of losing jobs
- The 6 levels from Beginner to Hero, and your first conversation today

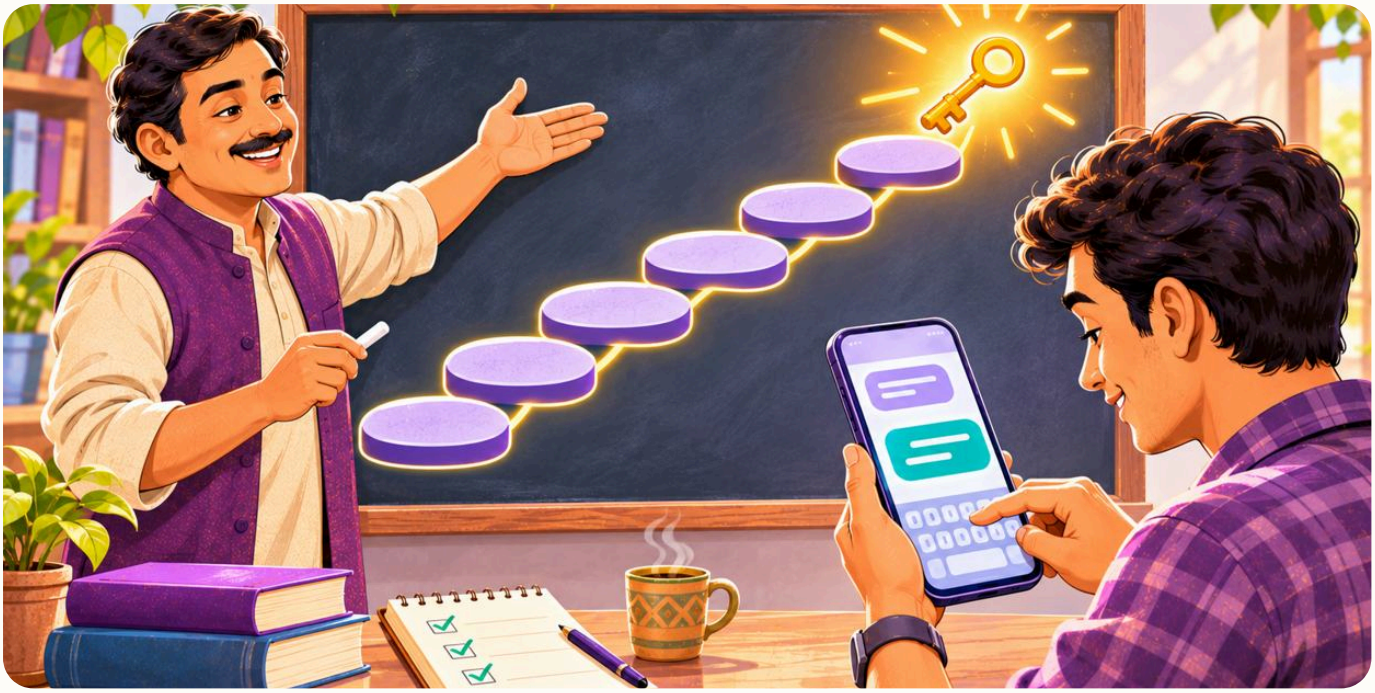
Namaste. If you have ever opened an AI app on your phone, typed a question, and then thought "this is magic" or "this is not for me", this chapter is for you. No coding here, no heavy technical words. You just need to understand what this machine is, how it thinks (or rather, how it seems to think), and how to get your work done with it, without getting cheated.

Level 1 · Learn to Talk

Chapter 4

A Good Prompt: Seven Habits

The essence of official advice from four big AI companies: seven easy habits that turn vague answers into useful ones.



😟 The real problem

People ask AI a question in 4-5 words. They get a long, vague answer, sometimes in English, sometimes in bookish language, and decide that AI is of no use. Many people buy ₹99 "300 prompts" PDFs and copy-paste them, but those prompts were written for someone else's situation, not for their shop, studies or home. The real gap is not in the AI. It is in the way we ask questions, and nobody teaches this way.

📌 In this chapter you will learn

- What the official prompt guides of Google, Microsoft, OpenAI and Anthropic really say, and what is common in them
- Seven habits: say the task, give a role, situation and reason, give your material, the shape of the answer, show a sample, talk-improve-check, each with a before and after example
- Why short questions get vague answers (Google's 21 vs 9 words fact)
- Using the "power prompt" trick to get AI itself to improve your prompt
- Formulas like CRAFT and RISEN are not official, and how to stay away from people selling a "secret formula"

First of all: the mistake is not yours, it is the method

Most people talk to AI the same way they search for something on Google: type four or five words and wait for the answer. "Write a shop post", "make a resume", "tell me the meaning of this". Then the answer comes: long, vague, sometimes in English, sometimes in bookish Hindi, and of no use. The thought comes: "This AI is useless."

Actually, the AI is not useless. It got only **half of what you meant**. It does not know where your shop is, who your customers are, whether the post will go on WhatsApp or Instagram, or whether you want Hindi or English. Whatever you did not tell it, the AI fills in with its own guess, and the guess often does not match your life.

This is not just our opinion. In its Gemini prompt guide (Prompting Guide 101, a PDF from April 2024), Google said that in its tests (Workspace Labs) **the most successful prompts were about 21 words long on average**, while people usually wrote **fewer than 9 words**. This means the difference lies less in the AI and more in the way the question is asked.

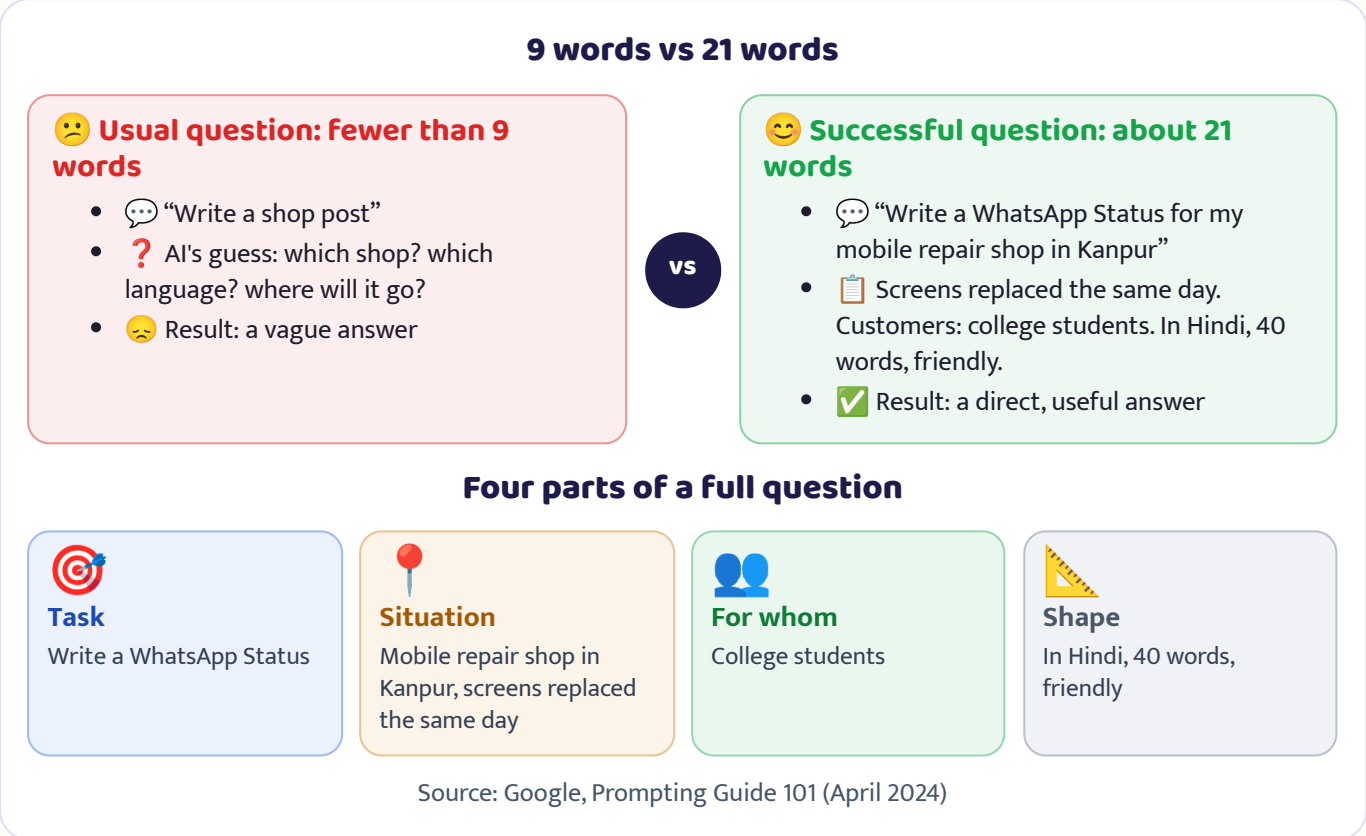


Figure 4.1 9 words vs 21 words: a short question gets a guesswork answer, a full question gets a useful answer (based on the figure in Google Prompting Guide 101)

ℹ️ What does "prompt" mean?

A prompt is what you say to the AI, by typing or speaking: a question, an instruction or a task. The clearer the prompt, the clearer the answer. In this chapter we will learn seven habits of writing prompts that work the same way in ChatGPT, Gemini, Claude, Meta AI and Copilot.

Why the ₹99 "300 prompts" PDF does not work

Today PDFs like "300+ Hindi ChatGPT Prompts" are selling for ₹99 (as of November 2026), and some people even claim thousands of prompts. Many people buy them, copy-paste them, and still do not get the answer they want. The reason is simple: a ready-made prompt was written for **someone else's shop, someone else's situation**. It has no information about your city, customers, prices or language.

The saying about giving someone a fish versus teaching them to fish fits perfectly here. This book also has 116 ready prompt cards at the end, but they come with [blanks] so that you can fill in your own details. Google also says clearly in its guide that ready prompts are only for inspiration, and you have to change them to suit your work. With the seven habits you will learn in this chapter, you will be able to make any ready prompt fit your work, and also write a new prompt yourself.



Rajesh, 38, mobile repair shop, Kanpur (example)

Rajesh wrote to the AI: "Write a post for my shop." The answer came in English, with phrases like "premium services" and "world-class experience" that nobody in his neighbourhood understands. He also bought a ₹99 prompt PDF, but most of its prompts were for restaurants and foreign brands. Then his nephew told him: tell the AI about your shop. Rajesh wrote that the shop is in Kanpur, screens are replaced the same day, most customers are college students, the post is for WhatsApp Status, and he needs 40 words in Hindi. Now three great options came.

👉 **Lesson: AI does not know your shop, you have to tell it.**

Four big companies, the same advice

All four big companies that make AI have written official guides on writing prompts for their users. The interesting thing is that the words are different, but the advice is almost the same:

Company (AI)	What their guide says	Matches which of our habits
Google (Gemini)	Four parts: Persona (role), Task, Context (situation), Format (shape). It also says: all four are not needed every time, adding any of them helps.	Role, task, situation, shape
Microsoft (Copilot)	Four parts: Goal, Context (why, and who is involved), Source (where to look: file, email), Expectations (for whom, tone, length, structure).	Task, situation, your material, shape
OpenAI (ChatGPT)	Seven tips: give a role, use separating marks (like three quotation marks """), give step-by-step instructions, give examples, give clear and full context, keep improving, mention the tone.	All seven habits
Anthropic (Claude)	Think of the AI as a smart but new employee; give the reason; say what to do instead of what not to do; give 3-5 examples; long document at the top, question at the bottom; state the language clearly.	Situation and reason, material, shape, sample

If we take the essence of these four, we get seven easy habits. These habits are the backbone of this chapter. Do not cram them. Remember them as seven questions you ask yourself before sending a prompt.

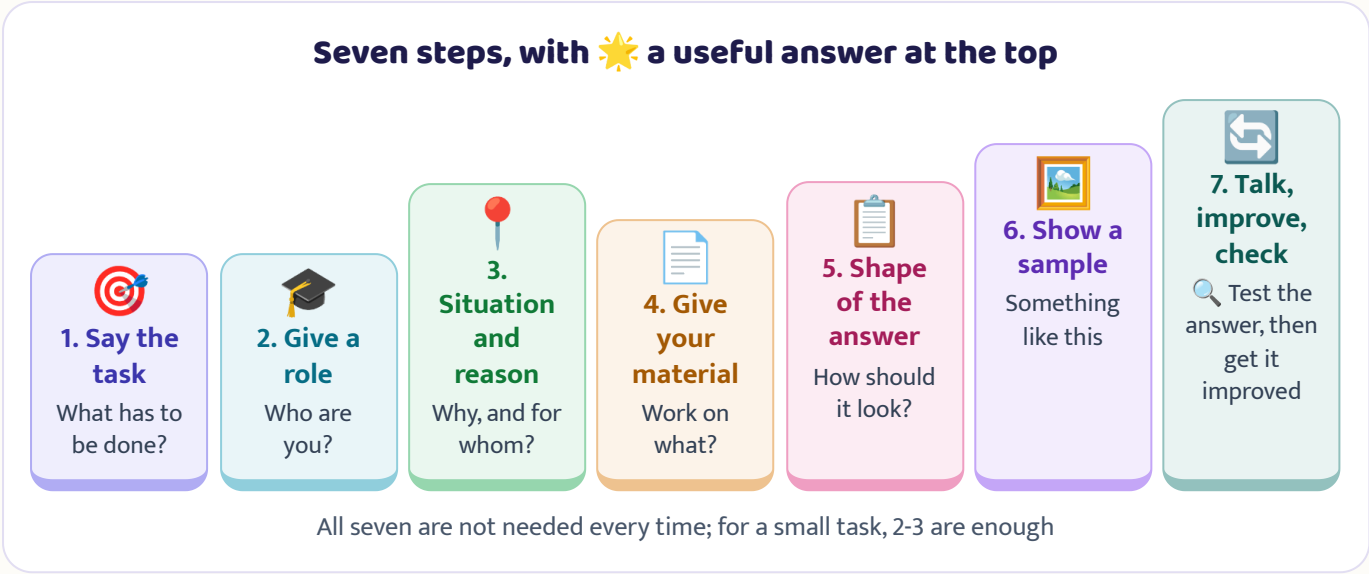


Figure 4.2 Seven habits of a good prompt: seven questions to ask yourself before you send

Habit 1: Say the task (with a clear action word)

Start the prompt with the task you need done, using a clear action word: **write, explain, shorten, make a table, translate, check, suggest**. A single word like "Diwali" or "resume" is not a task, it is only a topic.

Anthropic's guide points out a fine detail: if you ask "Can you suggest some changes?", the AI will often only give suggestions. If you say "Rewrite this with changes", it will directly write the changed text. So ask for exactly what you need.

🔁 Saying the task clearly

❌ **Weak**

Diwali

✅ **Strong**

Write a Diwali greeting WhatsApp message for the customers of my sweet shop. Also include [an offer, for example: 15% off on kaju katli, till 20 October].

Why it works: On a single word, the AI could write an essay or a history. "Write" and "for whom" told it exactly what to make.

Habit 2: Give a role (who are you?)

Tell the AI in one line which kind of expert it should think like: "You are an experienced Hindi teacher", "You are a local marketing expert", "You are a patient HR interviewer". Google, OpenAI and Anthropic all give this advice, and in Anthropic's words, **even one sentence makes a difference**.

A role changes the AI's tone, words and point of view. As a teacher it will give easy examples, as an interviewer it will ask tough questions.

🔁 Getting an explanation by giving a role

❌ **Weak**
Explain photosynthesis

✅ **Strong**
You are a patient science teacher who teaches in a village school. Explain photosynthesis to a Class [7] child with a desi example from the kitchen or the field. Less than 100 words, in simple Hindi (or English).

Why it works: The role set the tone (patient, village), and the class and length set the level of language.

🔍 Myth vs Fact

❌ **Myth**
Writing "You are the world's greatest doctor" makes the AI really become a doctor, and its advice becomes reliable.

✅ **Fact**
A role only changes the tone and point of view of the answer, not the AI's knowledge or responsibility. On health, law, tax or crop medicines, AI only helps you understand; take the decision only with a doctor, lawyer, CA or agriculture expert.

Habit 3: Tell the situation and reason (why, and for whom?)

This is a very important habit, and it is the one most often missed. Anthropic advises that you think of the AI as **a smart but new employee** who knows nothing about your work, customers or ways of doing things. They also have an easy test: show your prompt to a colleague who knows nothing about the work. If they get confused, the AI will get confused too.

Tell three things: the **situation** (what is going on), the **reason** (why you need it) and the **reader** (who it is for). Anthropic says that when you give the reason, the AI understands the purpose and starts making the right decisions on its own. One more rule: instead of "don't do this", say "do this", and there is no need to shout (capital letters, "MUST, MUST"). Calm, clear words work better.

🔁 Saying what to do with a reason, instead of forbidding

❌ **Weak**
DON'T WRITE IN ENGLISH!!! NOT AT ALL!

✅ **Strong**
Give the whole answer in simple Hindi, because it will be read by [village farmers] who do not read English. If technical words come up, write their simple meaning in brackets.

Why it works: Shouting only told the AI what was forbidden. The reason also made it understand that difficult words will not work either, so the whole answer was shaped for the reader.

S09 Let AI catch my mistakes

Intermediate ●●○

When it helps: Get your message or letter checked before you send it

✍️ Type this

Below is my **[message/letter]**. Point out grammar mistakes, wrong words, and any place where the meaning is not clear. First give a list of the mistakes, then the full corrected text. Do not change my meaning or my tone.

""" **[text]** """

हिंदी में: नीचे मेरा लिखा [मैसेज/पत्र] है। इसमें व्याकरण, शब्दों की गलती और कहीं बात साफ़ न हो तो बताओ। पहले गलतियों की सूची दो, फिर सुधरा हुआ पूरा टेक्स्ट। मेरी बात और लहजा मत बदलना। """[टेक्स्ट]"""

Sample answer: Mistakes: 1. "I am applied" should be "I am applying" ... Corrected text: ...

Then ask: "Make it more polite." · "Write it in Hindi too."

🛠️ Works in all.

D02 Festival offer post

Beginner ●○○

When it helps: Posts for Diwali, Holi, Eid and other festivals

✍️ Type this

You are a local marketing expert. Write a **[festival]** offer post for my **[shop type]** in **[city]**. Offer: **[what, how much discount, until when]**. Audience: nearby families. In **[language]**, under 60 words, 3 hashtags, friendly tone. Give 3 different options.

हिंदी में: तुम एक लोकल मार्केटिंग जानकार हो। मेरी [दुकान का प्रकार], [शहर] के लिए [त्योहार] ऑफ़र पोस्ट लिखो: ऑफ़र [क्या, कितनी छूट, कब तक]। ग्राहक: आस-पास के परिवार। हिंदी (देवनागरी), 60 शब्द से कम, 3 hashtag, दोस्ताना अंदाज़। 3 अलग विकल्प दो।

Sample answer: "Double the sweetness this Diwali! 🪔 15% off on kaju katli, only till 20 October. To order: 98xxxxxx #DiwaliSweets"

Then ask: "Make this into 2 lines for WhatsApp Status." · "Write an image prompt for a photo for this post (I will add the text later in Canva)."

🛠️ Works in all. To make the picture, use the image feature of Gemini, ChatGPT or Meta AI.

🔎 Hindi letters often get spoiled in AI pictures; add the writing separately in Canva or a similar app.

O01 Fix the tone of an email

Beginner ●○○

When it helps: Turn a rude or angry email into a calm, professional one

✍️ Type this

This is my email draft:
""" **[draft]** """
Make it professional, polite but clear. Keep the same point, but take out the anger. Under 120 words, in English, with a clear subject line.

हिंदी में: यह मेरा ईमेल ड्राफ़्ट है: """[ड्राफ़्ट]""" इसे पेशेवर, विनम्र पर साफ़ बनाओ। बात वही रहे, गुस्सा निकल जाए। 120 शब्द से कम, अंग्रेज़ी में, साफ़ subject line।

Sample answer: Subject: Pending invoice #245 - request for update Dear Mr. Sharma, I wanted to follow up...

Then ask: "Give an even shorter version." · "Write a follow-up for 5 days later if there is no reply."

🛠️ All tools. Also Copilot/Gemini inside Outlook/Gmail.

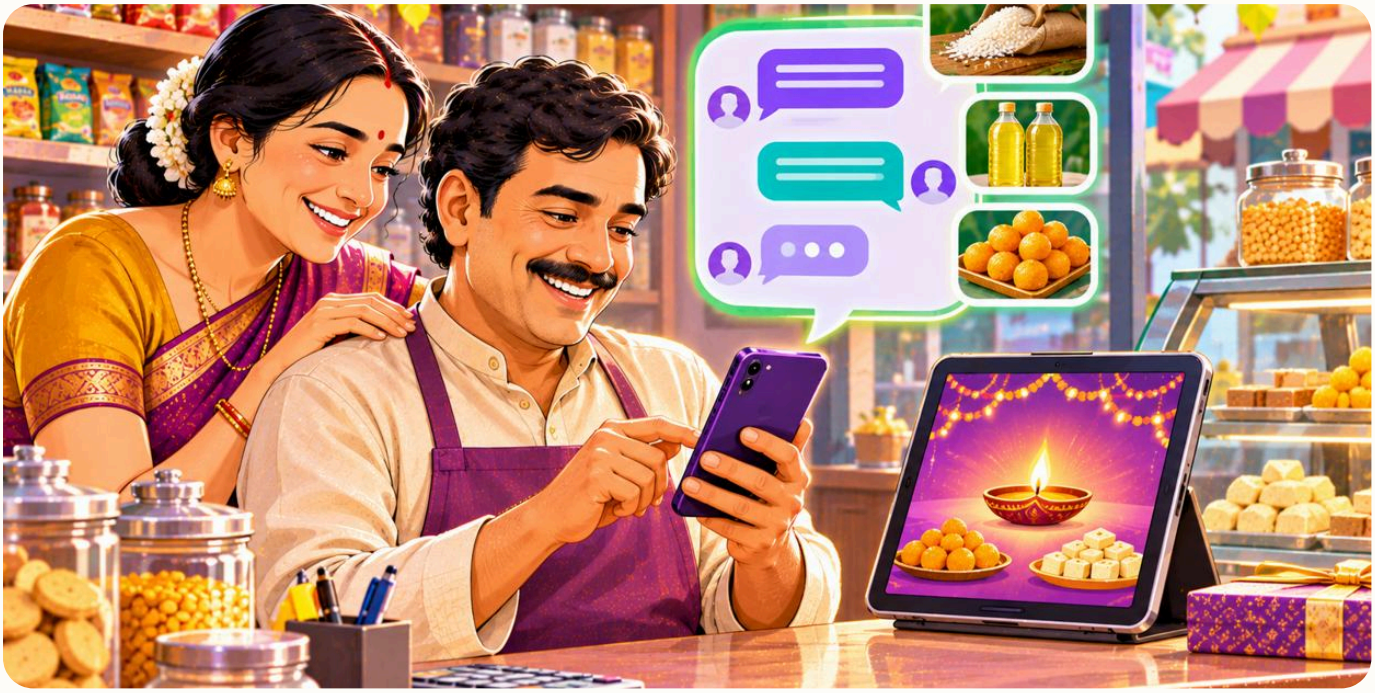
🔒 Do not put your company's confidential information into public AI. Check your office policy.

Level 3 · Work and Business

Chapter 13

Shop and Small Business

From customer replies to understanding GST: AI is your munshi and helper, but the cash box and the decision are always yours.



😟 The real problem

In a small shop, the owner, salesman, accountant and delivery man are often the same person. All day on WhatsApp you reply to “Bhaiya, is the shop open?” and “Will you deliver?”, you wait for a designer to make a festival poster, you struggle with the English description for an online listing, you hesitate to ask for money given on credit, and at the end of the month you are not even sure whether there was a profit or a loss. On top of that, GST words confuse you, and big companies seem to race ahead online. This chapter has solutions for all these tasks, with free AI, step by step.

📌 In this chapter you will learn

- Getting ready replies for WhatsApp Business, festival posts, and Meesho/Amazon/catalogue descriptions from a photo, without false claims
- A daily sales sheet in Google Sheets, the right selling price after commission and a stock estimate, with every calculation checked
- Understanding GST words (HSN, composition, GSTR-1) with AI, but confirming rates and rules from gst.gov.in or a CA
- Ready prompts for Google Business Profile, honest reviews, polite credit reminders, customer complaints and talking to suppliers
- Handling customer data as per the DPDP law: taking consent, and removing names and numbers before sending anything to AI

Who this chapter is for

This chapter is for everyone who sells something: kirana, clothes, sweets, mobile repair, hardware, beauty parlour, tiffin service, sisters who sell from home on Meesho or WhatsApp, and small wholesalers. You don't need any expensive software or plan. **As of November 2026**, the free versions of ChatGPT, Gemini, Claude and Copilot, and the Meta AI inside WhatsApp, are available for ₹0, and almost every task in this chapter can be done with them.

Finding all this difficult is not just your problem. In a study done for NITI Aayog (June 2025, a Wadhwani Foundation report), **59% of small and medium businesses (MSMEs)** said that the biggest barrier to adopting AI is **cost and a lack of digital skills**. This chapter is written to remove both barriers: zero cost, because everything is done with free tools; and skills step by step, with ready prompts that you can run just by filling in your shop's details.

ℹ️ One thread of this chapter: AI is your munshi, you are the owner

AI is a fast and useful helper for writing, explaining, making lists and tables, reading photos and translating; you just check every number and every important point. But **prices, GST rates, measurements, stock counts and legal matters** will always be confirmed by you, your sheet, gst.gov.in or your CA. Take the draft from AI; the final pen is yours.



Figure 13.1 The shop's AI helper: one phone, eight shop tasks

Before you start: 3 firm rules for shopkeepers

In the research for this book, one point came up again and again for every kind of work: AI is strong at **writing and explaining**, but **fresh facts** (like GST rates or today's prices), **calculations done in the middle of a long answer** and **final decisions on tax or law** are its weak link. For a shopkeeper, this means three rules:

Appendix 3: If you are scammed

Cut out this page and keep it near the phone or on the fridge

🚨 Money gone? Don't panic. Do this in the first hour

1930	cybercrime.gov.in	Sanchar Saathi
National cyber fraud helpline (the sooner you call, the better the chance to stop the money)	File an online complaint	Report suspicious calls/messages on Chakshu

1. **Tell your bank at once**
   Call the number on the back of your card or in the official app/site and block the card/UPI/net banking.
2. **Call 1930**
   Keep the time, amount, UTR/transaction number and the fraudster's number ready.
3. **Save the evidence**
   Screenshots, call log, SMS, the fraudster's links; delete nothing.
4. **Change passwords**
   Change the password of any app/email you suspect, and turn on two-step security (2FA).
5. **Note the complaint number**
   Write down the cybercrime.gov.in complaint number and the police station name.

⚠️ Signs of an AI scam

- A familiar voice or face, but a new number
- "Send money now", "Don't tell anyone"
- "Digital arrest": there is no such thing in law; police do not arrest anyone on a video call
- A celebrity video + "guaranteed returns" investment
- "Earn ₹5,000 a day with AI" tasks or courses

✂️ Family safety card

Our code word: _____ · Bank's real number: _____

Rules: if a new number asks for money, hang up and call the saved number yourself · Never share OTP/PIN · Apps only from the real company on Play Store/App Store · In doubt, 1930