

## Your Ready-to-Use Prompt Library (50+ Prompts)

### Bonus: Master System Prompt (Use at the start of every session)

“You are a senior ISO 9001:2015 Quality Management System expert with 20 years of experience. Always respond in a professional, audit-ready format. Use tables where helpful. Reference specific clauses. Ensure outputs are practical and ready for implementation.”

### Clause 4 – Context of the Organization (8 prompts)

1. “You are an ISO 9001:2015 expert. Create a comprehensive Clause 4 Context of the Organization document for a [industry] company with [number] employees. Include internal and external issues, interested parties, their needs and expectations, and a SWOT analysis.”
2. “Generate a PESTLE analysis for a [company type] operating in [country/region] in 2026, with special attention to climate change and regulatory risks.”
3. “Create a detailed Interested Parties Matrix for Clause 4.2 including parties, their requirements, and how we monitor their satisfaction.”
4. “Draft the Scope of the QMS for Clause 4.3 for a [company description]. Make it clear and auditable.”
5. “List potential external and internal issues that could affect our ability to achieve quality objectives in the [industry] sector.”
6. “Update our Clause 4 context document to include emerging risks such as AI ethics, cybersecurity, and supply chain disruption.”
7. “Compare our current context statement against ISO 9001:2015 requirements and suggest improvements.”
8. “Create a one-page visual summary of Clause 4 Context suitable for leadership presentation.”

### Clause 5 – Leadership (6 prompts)

9. “Draft a Quality Policy that meets Clause 5.2 requirements for a [company type] and is inspiring yet professional.”
10. “Generate a Management Review agenda for Clause 9.3 that also demonstrates leadership commitment (Clause 5).”
11. “Create talking points for the CEO to communicate quality objectives and commitment during a town hall meeting.”
12. “Draft an AI Governance and Ethics Statement for integration into the Quality Policy (2026 focus).”
13. “Develop a roles and responsibilities matrix showing how top management demonstrates leadership per Clause 5.1.”
14. “Write a statement of customer focus for inclusion in management review minutes.”

### Clause 6 – Planning (9 prompts)

15. “You are an ISO 9001 expert. Generate a complete Risk and Opportunity Register for Clause 6.1 for a [company type] including at least 12 risks, likelihood, impact, and mitigation actions. Include climate-related risks.”
16. “Convert the following risks into actionable quality objectives with measurable targets (Clause 6.2).”

17. "Create a risk-based thinking worksheet for a new [project/product]."
18. "Develop quality objectives for 2026 aligned with strategic direction (Clause 6.2)."
19. "Perform a risk assessment on [specific process] using a 5x5 matrix."
20. "Generate preventive action plans for the top 5 organizational risks."
21. "Create a SWOT to Risk Register translation table."
22. "Draft change management plan for Clause 6.3 for implementing [specific change]."
23. "Forecast potential risks for the next 12 months using predictive thinking."

#### Clause 7 – Support (8 prompts)

24. "Create a Competency Matrix for [department] including required skills, current level, and training needs (Clause 7.2)."
25. "Draft a new Work Instruction for [process name] in clear, step-by-step format."
26. "Generate an Awareness Training Presentation on ISO 9001:2015 for all employees."
27. "Compare two document versions and highlight changes for Clause 7.5 control of documented information."
28. "Create a Calibration and Maintenance Schedule template for Clause 7.1.3."
29. "Write a Supplier Evaluation Questionnaire aligned with Clause 7.4 (if applicable)."
30. "Develop a Knowledge Management procedure to prevent loss of organizational knowledge (Clause 7.1.6)."
31. "Create onboarding training material covering the Quality Policy and Objectives."

#### Clause 8 – Operation (10 prompts)

32. "Generate a complete Design and Development Plan for [product/service] per Clause 8.3."
33. "Create a Design FMEA for [product/component]."
34. "Draft a Supplier Quality Agreement for Clause 8.4."
35. "Generate a Production Control Plan with quality gates and acceptance criteria."
36. "Create an Incoming Inspection Checklist for [material/part]."
37. "Write a Non-Conforming Product Procedure including segregation and disposition (Clause 8.7)."
38. "Generate a full Process Validation Protocol for [critical process]."
39. "Create customer communication templates that meet Clause 8.2 requirements."
40. "Develop a Release for Shipment Checklist with traceability requirements."
41. "Draft a Contract Review Checklist for new customer orders (Clause 8.2)."

#### Clause 9 – Performance Evaluation (7 prompts)

42. "Create a Management Review PowerPoint presentation with all required inputs per Clause 9.3."
43. "Generate an Internal Audit Checklist for Clause [X] with audit questions and evidence requirements."
44. "Perform a customer satisfaction analysis from this survey data and identify trends."
45. "Create a KPI Dashboard layout with targets and current performance for Clause 9.1."
46. "Draft Management Review Minutes template that captures all required outputs."
47. "Analyze the following audit findings and categorize them by clause and severity."
48. "Generate a Balanced Scorecard for quality performance monitoring."

#### Clause 10 – Improvement (8 prompts)

49. "Perform a 5-Why root cause analysis on this problem: [describe incident]."
  50. "Generate a Corrective Action Report using 8D methodology for [issue]."
  51. "Create a Lessons Learned database entry template."
  52. "Suggest preventive actions based on this trend data: [paste data]."
  53. "Draft a Continual Improvement Procedure aligned with Clause 10."
  54. "Analyze recurring non-conformances and recommend systemic improvements."
  55. "Create an Improvement Project Charter for [identified opportunity]."
  56. "Generate a Management of Change (MOC) form for quality improvements."
-