



PROMPT WO-095

Analyse AI Tools

Purpose

Use this prompt to compare and evaluate AI tools based on features, use cases, costs, strengths, weaknesses, and suitability. It helps individuals and businesses choose the right AI tools instead of relying on trends or recommendations without understanding their needs.

DIFFICULTY
🟢 Beginner

TIME SAVED
🕒 30–90 min

BEST FOR
Tool Selection



Best AI Tools

- ChatGPT
- Claude
- Microsoft Copilot
- Google Gemini



Copy & Paste Prompt

You are an experienced AI Technology Consultant and Digital Tools Researcher.

Analyse and compare AI tools using the information below.

Purpose:

[What do I need the AI tool for?]

Industry or Use Case:

[Business, marketing, writing, research, productivity, design, etc.]

Tasks I Need Help With:

[List tasks]

Current Tools I Use:

[List existing tools]

Budget:



[Free, paid, monthly budget]

Skill Level:

[Beginner, intermediate, advanced]

Important Requirements:

[Ease of use, integrations, accuracy, privacy, speed, features]

AI Tools to Compare:

[List tools]

Please:

- Compare the AI tools provided.
- Explain what each tool does best.
- Identify strengths and weaknesses.
- Compare features.
- Compare pricing options.
- Explain ease of use.
- Recommend the best option for my needs.
- Suggest alternatives where appropriate.
- Explain which tools work well together.
- Provide a final recommendation.

Return only the completed AI tool analysis.



Example

INPUT

Purpose: Find AI tools to help create content and improve productivity.

Tasks:

- Writing.
- Research.
- Brainstorming.
- Planning.

Skill Level: Beginner.

AI TOOL ANALYSIS — OBJECTIVE

Identify the most suitable AI tools for improving productivity, content creation, and everyday work.



CHATGPT

Best For: General AI assistance, writing, brainstorming, planning, problem solving.

Strengths:

- ✓ Flexible.
- ✓ Easy to use.
- ✓ Wide range of applications.
- ✓ Strong conversational ability.

Weaknesses: Requires good prompts for best results; output should be reviewed for accuracy.

CLAUDE

Best For: Long documents, writing improvement, analysis, summarising information.

Strengths:

- ✓ Strong writing ability.
- ✓ Handles large amounts of text.
- ✓ Good for detailed analysis.

Weaknesses: Some features may vary by availability.

MICROSOFT COPILOT

Best For: Workplace productivity, Microsoft 365 users, documents and spreadsheets.

Strengths:

- ✓ Integrates with Microsoft tools.
- ✓ Useful for business environments.

Weaknesses: Best value depends on existing Microsoft setup.

GOOGLE GEMINI

Best For: Google Workspace users, research, Google ecosystem integration.

Strengths:

- ✓ Works well with Google services.
- ✓ Useful for information-based tasks.

Weaknesses: Experience depends on account and features available.

RECOMMENDATION EXAMPLE

For a beginner wanting a practical AI assistant:

Start With: ChatGPT



Reason: Broad range of uses, easy learning curve, useful for writing, planning, learning, and business tasks.

TOOL SELECTION CHECKLIST

Before choosing an AI tool, ask:

- ✓ Does it solve a real problem?
- ✓ Will I use it regularly?
- ✓ Does it save time?
- ✓ Does it fit my workflow?
- ✓ Is the cost justified?

 **Builder's Tip:** *The best AI tool is not always the newest or most advanced. The best tool is the one that: Solves your problem → Fits your workflow → Saves you time. Tools should support your goals, not create more complexity.*

Related Prompts

- WO-091 – Create an AI Workflow
- WO-092 – Automate Repetitive Tasks
- WO-094 – Create an AI Assistant
- WO-096 – Create an AI Implementation Plan

Tags

AI TOOLS

ARTIFICIAL
INTEL

TECHNOLOGY

PRODUCTIVITY

DIGITAL
TRANSFORM