




# **Next-Level Legal Productivity: 5 Tips for Using ChatGPT as Your Virtual Assistant**

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- #1 Global Data Privacy Podcast in 2021, 2022 called “The Data Diva” Talks Privacy Podcast
- Top Ten Global Data Privacy Experts
- Top 30 Global CyberRisk Communicators by The European Risk Policy Institute, 2022

# What is ChatGPT?



- ChatGPT is an AI-powered virtual assistant
- It automates various tasks, such as summarizing documents and generating responses
- ChatGPT required “prompting” in plain language to do work



# Benefits

- Increased efficiency and productivity
- Reduced costs
- Transfer time to higher-value work



## Brainstorm Ideas

- Ask ChatGPT to brainstorm ideas
- Legal example prompt: "What are the possible ways to solve the issue of intellectual property theft in AI?"

A man with short brown hair and a beard, wearing a white button-down shirt, is sitting at a dark blue desk in an office. He is looking down at a calculator on the desk with his right hand, while his left hand holds a pen over some papers. On the desk to his right is a white piggy bank. In the background, there is a window with blinds and a filing cabinet.

# Summarize Documents

- Ask ChatGPT to summarize documents
- Legal example prompt: "Can you summarize the key points of this new law text provided below?"

# Format Notes

- Ask ChatGPT to format notes
- Legal example prompt: "Can you format the following notes into bullet point outline format?"

**Lineare Abbildungen**  
•  $f: V \rightarrow W$  K-VR  
•  $\dim \ker(f) + \dim \operatorname{Im}(f) = \dim V$   
•  $\dim \ker(g \circ f) = \dim \ker(f) + \dim \ker(g|_{\operatorname{Im}(f)})$

**Werte und Nullstellen**  
•  $A = \begin{pmatrix} a_{11} & \dots & a_{1n} \\ \vdots & \ddots & \vdots \\ a_{m1} & \dots & a_{mn} \end{pmatrix} \in M(m \times n, K)$   
•  $\operatorname{Ker}(A) = \{x \in K^n \mid Ax = 0\}$

**Determinante**  
•  $\det(A) = \sum_{\sigma \in S_n} \operatorname{sgn}(\sigma) \prod_{i=1}^n a_{i\sigma(i)}$   
•  $\det(A^T) = \det(A)$   
•  $\det(\lambda A) = \lambda^n \det(A)$

**Eigenwerte und Eigenvektoren**  
•  $\lambda \in K$  heißt Eigenwert von  $f \Leftrightarrow \exists v \neq 0: f(v) = \lambda v$   
•  $v \in V \setminus \{0\}$  heißt Eigenvektor (EV) von  $f$   
•  $f$  heißt diagonalisierbar  $\Leftrightarrow \exists$  Basis von  $V$ , die Eigenvektoren von  $f$  sind

**Matrix Multiplikation**  
•  $(AB)_{ij} = \sum_k a_{ik} b_{kj}$   
•  $(A^T)^T = A$   
•  $(A^{-1})^{-1} = A$

**Endomorphismen**  
•  $f: V \rightarrow V$  heißt  $K$ -lin. Endomorphismus  
•  $\operatorname{End}(V) = \operatorname{Hom}(V, V)$   
•  $(f \circ g)(x) = f(g(x))$

**Lineare Abbildungen**  
•  $f: V \rightarrow W$  K-VR  
•  $\operatorname{Im}(f) = \{f(v) \mid v \in V\}$   
•  $\operatorname{Ker}(f) = \{v \in V \mid f(v) = 0\}$

**Charakteristisches Polynom**  
•  $P_f(x) = \det(xE_n - A)$   
•  $P_f(\lambda) = 0$   $\Leftrightarrow \lambda$  ist Eigenwert

**Skalarprodukt**  
•  $\langle x, y \rangle = x_1 y_1 + \dots + x_n y_n$   
•  $\langle x, x \rangle = \|x\|^2$   
•  $\langle \lambda x, \mu y \rangle = \lambda \mu \langle x, y \rangle$

**Orthogonalität**  
•  $\langle x, y \rangle = 0$  heißt orthogonal  
•  $\langle x, y \rangle = \|x\| \|y\| \cos(\theta)$

**Winkelberechnung**  
•  $\cos(\theta) = \frac{\langle x, y \rangle}{\|x\| \|y\|}$

**Skalarprodukt in  $\mathbb{R}^2$**   
•  $\langle (x_1, y_1), (x_2, y_2) \rangle = x_1 x_2 + y_1 y_2$

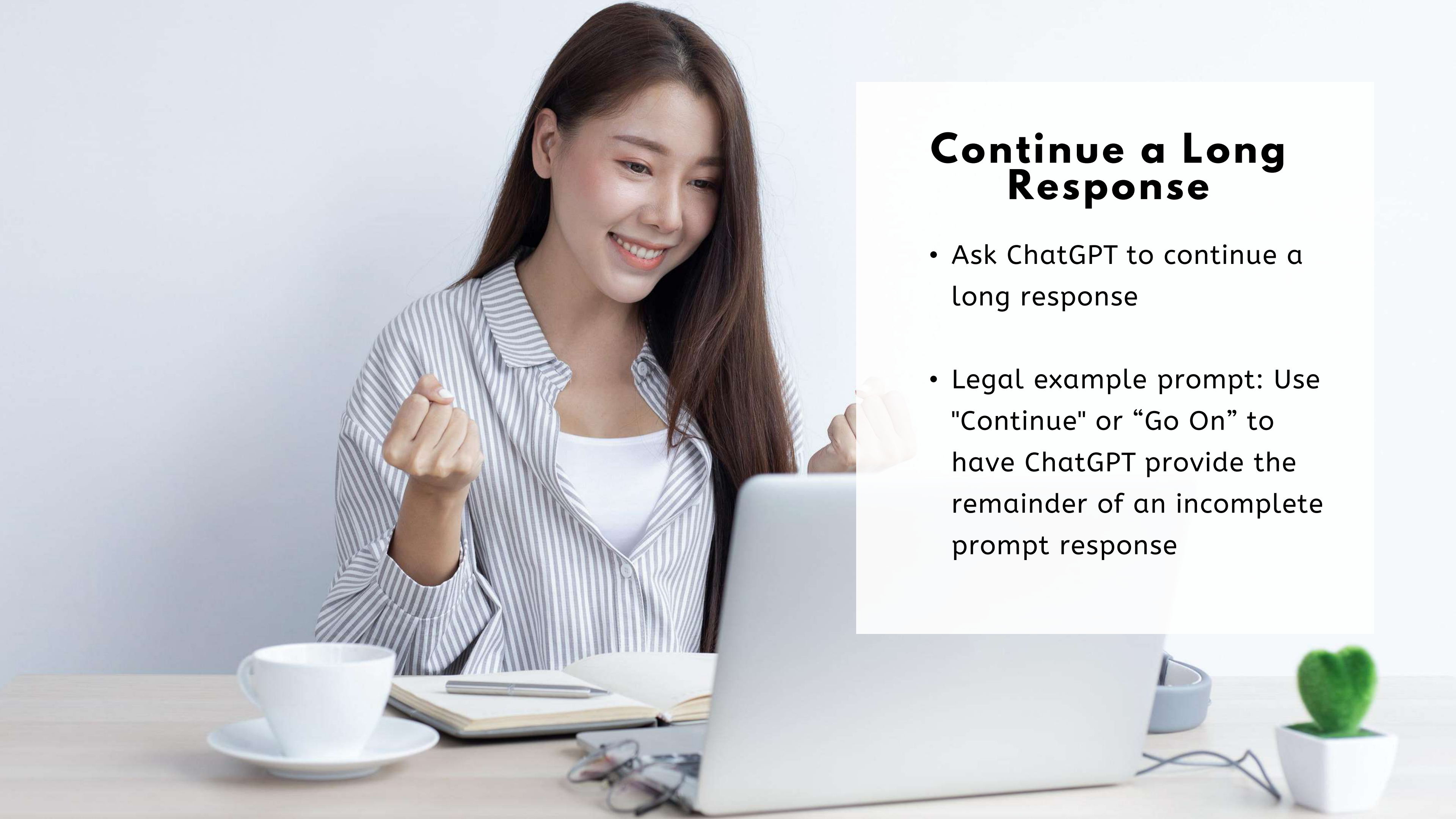
**Skalarprodukt in  $\mathbb{R}^3$**   
•  $\langle (x_1, y_1, z_1), (x_2, y_2, z_2) \rangle = x_1 x_2 + y_1 y_2 + z_1 z_2$



## Limit Response Length

- Ask ChatGPT to limit response length
- Legal example prompt: "Can you briefly summarize the main arguments in this legal complaint in under 200 words?"





## **Continue a Long Response**

- Ask ChatGPT to continue a long response
- Legal example prompt: Use "Continue" or "Go On" to have ChatGPT provide the remainder of an incomplete prompt response



# CONTACT US

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