

Presented by Kent S. Berk For Chernoff Lawyer's in Limine January 26, 2024

AI IN THE LAW

CONFIDENTIALITY

https://openai.com/policies/privacy-policy

How we use personal information

We may use Personal Information for the following purposes:

- To provide, administer, maintain and/or analyze the Services;
- To improve our Services and conduct research;
- To communicate with you; including to send you information about our Services and events;
- To develop new programs and services;
- To prevent fraud, criminal activity, or misuses of our Services, and to protect the security of our IT systems, architecture, and networks;
- To carry out business transfers; and
- To comply with legal obligations and legal process and to protect our rights, privacy, safety, or property, and/or that of our affiliates, you, or other third parties.

Aggregated or De-Identified Information....

As noted above, we may use Content you provide us to improve our Services, for example to train the models that power ChatGPT. Read our instructions on how you can opt out of our use of your Content to train our models.

Prompt: Is information I share with you kept private/confidential?

ChatGPT

Yes, your conversations with me are private. OpenAI has implemented measures to ensure the confidentiality of your discussions. However, it's important to remember that sensitive personal or legal information should still be handled with caution, as with any online interaction. For any specific legal advice, especially concerning your law firm's operations, consulting directly with a legal professional or a specialist in online privacy and security would be the most appropriate course of action.



A Builder profile

Settings © General Theme System ∨ Beta features Parchived chats Archived chats Manage

Delete all chats

Delete all



Settings		×
	As a Plus user, enjoy early access to experimental new features, change during development.	which may
Data controls Builder profile	Plugins Try a version of ChatGPT that knows when and how to use third-party plug that you enable.	ins
Settings		×
③ General△ Beta featuresE_* Data controls	Chat history & training Save new chats on this browser to your history and allow them to be used to improve our models. Unsaved chats will be deleted from our systems within 30 days. This setting does not sync across browsers or devices. Learn more	
⊗ Builder profile	Shared links	Manage
	Export data	Export
	Delete account	Delete



Settings

Personalize your builder profile to connect with users of your GPTs. These settings apply to publicly shared GPTs.

Beta features

Data controls

Builder profile

Name Kent Berk

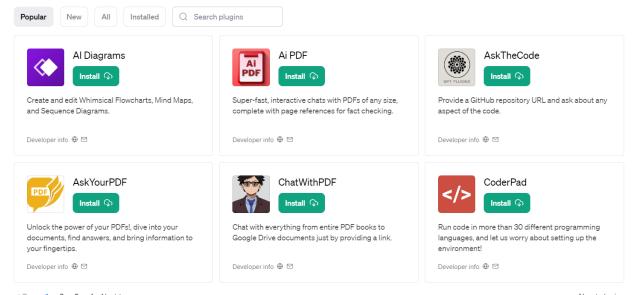
Website Select a domain

Website Select a domain

Receive feedback emails (kent@berklawgroup.com)



Plugin store ×



< Prev 1 2 3 4 Next >
About plugins



TIPS FOR PROMPT WRITING

- 1. Use context and constraints.
- 2. State your objective with the Prompt.
- 3. Provide clear, concise information.
- 4. Highlight common scenarios.

5. Identify your audience.

- 6. Have a discussion. Add information or modify your Prompt if you don't get what you are expecting.
- 7. Experiment with different Prompts for the same project.

8. Build on each Prompt. Have a conversation.

GENERIC PROMPTS/PROMPTS TO INCLUDE WITH OTHERS

1. What is the best way for you to learn my writing style and write ... for me?

2. Create your response in a table with the following columns.

- 3. As an experienced ..., guide me in crafting social media content that resonates with ...
- 4. Break down the complex topic of ... for easier understanding.

5. Create an image of

6. Create a table, chart, diagram showing ...

- 7. Create a step-by-step guide to achieving ... goal within the context of and by this
- 8. Before answering do you need any more information?
- 9. Can I provide any other information so you can give me the best answer/suggestions?
- 10. Write your response in this style...

11. Simplify it.

- 12. Re-write it with humor or a ... tone.
- 13. Write your response to the ... grade level.

14. Add more humor.

- 15. Make it more professional.
- 16. Make it less than X words.

OTHER USES

- 1. Create templates/forms.
- 2. Marketing social media; articles; blog posts; infographics; website evaluation
- 3. Summarize material rules, books, documents.

4. How to do anything.

- 5. Learning how to use technology.
 - a. What is the formula to do X in Excel?

b. How do you do Y in Word?

- 6. Review X agreement and suggest provisions from the perspective of the
- 7. Medical.
- 8. Cooking.9. Programming.
- 10. Ask GPT



Prompt (after prior Prompt didn't yield relevant results): Good general ideas, but I am asking what sorts of things can you perform for my law firm to help us more efficiently and cost-effectively provide excellent service to our probate litigation clients and ethically win cases

ChatGPT

To support your law firm in providing efficient, cost-effective, and excellent service in probate litigation, here are specific actions I can assist with:

Legal Research Assistance: I can help with legal research, finding relevant case law, statutes, and regulations specific to probate, trust, estate, guardianship, conservatorship, and elder law litigation in Arizona.

Drafting Legal Documents: While I can't draft legal documents myself, I can provide templates or examples of legal documents related to probate litigation that can be customized for your needs.

Process Automation Suggestions: I can offer suggestions on automating repetitive tasks like document generation, client intake forms, and appointment scheduling to improve efficiency.

Client Education Resources: I can assist in creating educational materials for your clients, like simplified guides to the probate process, FAQs, and glossaries of legal terms.

Case Law and Legislation Updates: I can provide updates on recent case law, legislative changes, and news relevant to your practice areas in Arizona.

Marketing Content Ideas: I can suggest ideas for blog posts, newsletters, and social media content that align with your areas of expertise and the interests of your potential clients.

Ethics Compliance Guidance: I can offer guidance on ethical considerations in probate litigation, ensuring your practice complies with Arizona's legal ethics rules.

Competitive Analysis: I can assist in analyzing your competitors' strategies to identify opportunities for your firm to stand out in your practice areas.

Client Feedback Analysis: I can help analyze client feedback to identify areas for service improvement and client satisfaction enhancement.

Strategic Planning Assistance: I can aid in developing a long-term strategic plan focusing on client service enhancement, ethical case handling, and growth of your probate litigation practice.

While I can't execute these tasks directly, I can provide information, suggestions, and guidance to help your team implement these strategies effectively.

PROMPT EXAMPLES



Prompt: how to insert a formula in excel that returns no less than zero

ChatGPT

To insert a formula in Excel that returns no less than zero, you can use the MAX function in combination with the original formula. Here's how you can do it:

Let's assume you have a formula in cell A1 that may sometimes result in a negative value.

In another cell, where you want the result to be no less than zero, you can enter the following formula:

SCSS

Copy code =MAX(A1, 0)

This formula will take the result of your original formula in cell A1 and compare it to 0. It will return the larger of the two values, ensuring that the result is never less than zero.

So, if the original formula in cell A1 returns a positive value, the MAX formula will simply return that positive value. If the original formula in cell A1 returns a negative value, the MAX formula will return 0 instead.

User

Is there a way to do it in one cell, say a1-b1 max 0

ChatGPT

Yes, you can achieve the desired result in one cell using a formula like this:

=MAX(A1 - B1, 0). Here's how it works:

If the result of the calculation A1 - B1 is greater than or equal to zero, it will return that result.

If the result of the calculation A1 - B1 is negative, it will return zero. So, this formula subtracts the value in cell B1 from the value in cell A1 and ensures that the result is never less than zero.

Prompt: What are the main websites that compete with berklawgroup.com for guardianship or conservatorship cases

ChatGPT

From a quick search, here's what I found.

In Arizona, several law firms specialize in guardianship and conservatorship cases, which could be considered competitors to BerkLawGroup.com in this field. Some notable ones include:



Each of these firms offers a range of services related to guardianship and conservatorship, and they could be considered as main competitors in this legal domain in Arizona.

User

please provide a list of the urls of their websites

ChatGPT

Certainly! Here are the URLs for the websites of the law firms specializing in guardianship and conservatorship in Arizona:

Cantor Law Group: www.cantorlawgroup.com ARTEMiS Law Firm: www.artemislawfirm.com Keystone Law Firm: www.keystonelawfirm.com

The Law Offices of William D. Black: www.billblacklawfirm.com

JacksonWhite Law: www.jacksonwhitelaw.com

Frazer Ryan Goldberg & Arnold LLP: www.frgalaw.com

Provident Law: www.providentlawyers.com Bivens & Associates: www.bivenslaw.com

Moshier Law: www.moshierlaw.com

These websites provide more detailed information about their services, expertise, and contact details.

Prompt: what are the key topics that should be addressed in an employee handbook and office procedures manual for an Arizona law firm

CHATGPT:

When creating an employee handbook and office procedures manual for an Arizona law firm, it is essential to include key topics that address both legal requirements and the specific needs of the organization. While it is recommended to consult with legal professionals to ensure compliance with Arizona labor laws, here are some common topics to consider:

- 1. Introduction and Welcome
- Company mission, vision, and values
- Brief history and overview of the law firm
- Employment-at-will statement
- 2. Employment Policies
- Equal employment opportunity statement
- Anti-discrimination and harassment policies
- Reasonable accommodation procedures
- Code of conduct and ethics
- Drug and alcohol policy
- Confidentiality and data protection



3. Employment Practices

- Job classifications and titles

- Hiring procedures

- Onboarding and orientation process

- Probationary periods

- Performance evaluation and feedback

- Promotion and transfer policies

- Termination and resignation procedures

4. Compensation and Benefits

- Wage and salary administration
- Overtime and work hours

- Payroll policies

- Timekeeping and attendance

- Leave policies (e.g., vacation, sick leave, bereavement)

- Holidays and paid time off

- Employee benefits (e.g., health insurance, retirement plans)

5. Workplace Health and Safety

- Occupational Safety and Health Administration (OSHA) compliance

- Workplace safety procedures and protocols

- Emergency response and evacuation plans

- Ergonomics and workstation setup

- Reporting accidents and incidents

6. Legal Compliance

- Employee classifications (exempt vs. non-exempt)
- Fair Labor Standards Act (FLSA) requirements

Family and Medical Leave Act (FMLA) policies
 Americans with Disabilities Act (ADA) compliance

- Employee privacy and data protection (including Arizona data breach laws)

7. Technology and Data Usage

- Acceptable use of technology and internet resources

- Email and communication guidelines

- Data security and protection

- Bring Your Ówn Device (BYOD) policies

- Social media usage guidelines

8. Professional Development and Training

- Continuing education opportunities

- Training programs and resources

- Career development and advancement

- Conference and seminar attendance policies

9. Employee Benefits and Perks

- Employee assistance programs

- Wellness initiatives

- Employee recognition and rewards

- Commuting and parking policies

- Other specific benefits provided by the law firm



10. Grievance and Complaint Procedures

- Reporting mechanisms for grievances and complaints

- Whistleblower protection

- Investigation and resolution processes

- Non-retaliation policies

Remember to tailor these topics to your specific law firm's needs and consult with legal professionals to ensure compliance with Arizona employment laws. It is crucial to keep the employee handbook and office procedures manual updated and communicate any changes to employees.

Prompt: write a detailed survey for the 180 owners to decide the best future use of the dilapidated tennis court, including whether to use it for tennis, pickleball, basketball, dog run or some other use; include time of use considerations and loud sound from each of the uses

CHATGPT:

Survey on Future Use of Dilapidated Tennis Court

Dear Tennis Court Owners,

We value your input in determining the best future use for the dilapidated tennis court. Your feedback will help us make an informed decision on how to repurpose the space in a way that benefits the community. Please take a few minutes to complete this survey. Your responses are anonymous and will be treated confidentially.

- 1. What is your preferred future use for the dilapidated tennis court? (Please select one option)
 - a. Tennis
 - b. Pickleball
 - c. Basketball
 - d. Dog run
 - e. Other (please specify)
- 2. Time of Use Considerations:

Please indicate your preference for the following time slots for the chosen activity:

- a. Morning (6:00 am 9:00 am)
- b. Afternoon (12:00 pm 5:00 pm)
- c. Evening (6:00 pm 10:00 pm)
- d. No preference
- 3. Noise Level Considerations:

Please rate your level of concern regarding potential noise levels for each activity on a scale of 1 to 5, with 1 being least concerned and 5 being most concerned. If an activity is not of interest to you, please leave it blank.

- a. Tennis:
- b. Pickleball:
- c. Basketball:
- d. Dog run:
- e. Other (please specify):



- 4. Are there any specific noise mitigation measures you would like to suggest for the chosen activity?
- 5. How frequently do you envision yourself or your family using the repurposed area? a. Daily
 - b. Multiple times per week
 - c. Once a week
 - d. Occasional use (less than once a week)
 - e. Not interested in using it
- 6. Considering the space available, do you think it would be feasible to incorporate multiple activities? If yes, please specify the combination that you find most appealing.
- 7. If the chosen activity requires additional facilities or amenities (e.g., equipment storage, seating, lighting, etc.), please list any specific requirements or suggestions you may have.
- 8. Do you have any other comments, suggestions, or concerns regarding the future use of the dilapidated tennis court?

Thank you for taking the time to complete this survey. Your valuable input will help us make an informed decision that aligns with the community's needs and desires.

Prompt: create evaluation criteria and checklist for an Arizona litigation paralegal

CHATGPT:

Evaluation Criteria for an Arizona Litigation Paralegal:

Knowledge of Arizona Legal System: The paralegal should demonstrate a solid understanding of the Arizona legal system, including court rules, procedures, and relevant state laws.

Case Management Skills: The paralegal should possess strong organizational and case management skills, including the ability to manage multiple cases simultaneously, maintain accurate and up-to-date case files, and meet deadlines.

Legal Research and Writing: The paralegal should be proficient in conducting legal research using both online and offline resources, and have excellent writing skills to draft legal documents, such as pleadings, motions, and discovery requests.

Document Management: The paralegal should have experience in managing and organizing large volumes of documents, including drafting and responding to document production requests, organizing electronic and physical files, and maintaining document databases.

Communication Skills: The paralegal should possess excellent written and verbal communication skills to effectively communicate with clients, attorneys, court personnel, and opposing counsel. This includes the ability to draft clear and concise correspondence, memos, and client updates.



Technology Proficiency: The paralegal should be proficient in using legal software and technology commonly used in litigation, such as document management systems, e-discovery tools, case management software, and electronic filing systems.

Trial Preparation: The paralegal should be experienced in assisting with trial preparation, including organizing exhibits, preparing witness files, coordinating with expert witnesses, and assisting with trial logistics.

Ethics and Professionalism: The paralegal should adhere to high ethical standards and demonstrate professionalism in all aspects of their work, including maintaining client confidentiality, following ethical guidelines, and treating all parties involved with respect and courtesy.

Checklist for an Arizona Litigation Paralegal:

- Familiarity with Arizona Rules of Civil Procedure and local court rules.
- Proficiency in legal research using online databases and other resources.
- Ability to draft pleadings, motions, and discovery requests accurately and in a timely manner.
- Effective management of case files, both physical and electronic, including proper organization and maintenance.
- Excellent written and verbal communication skills for effective client and attorney correspondence.
- Proficiency in using legal software and technology relevant to litigation practice.
- Experience in document management, including drafting and responding to document production requests.
- Demonstrated ability to assist with trial preparation, such as exhibit organization and witness file preparation.
- Adherence to ethical guidelines and maintenance of client confidentiality.
- Strong organizational and time management skills to handle multiple cases and meet deadlines effectively.
- Please note that this evaluation criteria and checklist should be customized based on the specific requirements of the litigation paralegal position and the law firm or organization hiring.

Prompt: what is the standard of good faith for a trustee

CHATGPT:

The standard of good faith for a trustee is an important concept in trust law. A trustee is a person or entity who is responsible for managing and administering a trust on behalf of the beneficiaries. The standard of good faith refers to the duty of the trustee to act honestly, impartially, and in the best interests of the beneficiaries.

Here are some key aspects of the standard of good faith for a trustee:

Duty of Loyalty: A trustee must act solely in the best interests of the beneficiaries and avoid any conflicts of interest. They should not use their position for personal gain or advantage.



Duty of Care: A trustee must exercise reasonable care, skill, and diligence in managing the trust assets. This includes making informed decisions, keeping accurate records, and seeking professional advice when necessary.

Prudent Investment: A trustee is expected to prudently invest trust assets, considering the objectives of the trust and the needs of the beneficiaries. They should diversify investments, minimize risk, and seek reasonable returns.

Impartiality: A trustee must treat all beneficiaries fairly and impartially, without favoring one beneficiary over another. They should avoid any discriminatory practices and act in a manner that respects the rights of each beneficiary.

Communication and Disclosure: A trustee has a duty to keep beneficiaries informed about the administration of the trust. They should provide accurate and timely information, respond to beneficiary inquiries, and disclose any material information that may affect the beneficiaries' interests.

Compliance with the Trust Instrument and Applicable Laws: A trustee must adhere to the terms and provisions of the trust document and comply with all relevant laws and regulations governing trusts.

It's important to note that the specific standards and requirements for trustees can vary depending on the jurisdiction and the terms of the trust. If you have a specific trust-related question or situation, it's advisable to consult with a qualified legal professional who can provide guidance based on the relevant laws and regulations in your jurisdiction.

Prompt: please write the instructions, warranty, warnings and assumption of the risk provisions for the dink wall https://purepickleball.com/the-dink-wall

ChatGPT Used unknown plugin

Based on the information available from the provided link, there are no specific instructions, warranty details, warnings, or assumption of risk provisions mentioned for "The Dink Wall" product. However, I can create a general set of these provisions for you, based on standard practices for similar products. Please note that these are hypothetical and should not be used as actual legal documents or product instructions without consulting a professional.

Instructions:

Set up "The Dink Wall" in a spacious area, ensuring there is enough room for you to move around and play.

Adjust the angles of the wall according to your preference. The wall can be adjusted from being completely flat to 45 degrees on either or both sides.

Practice your cross court dinks, speedups, and other moves by hitting the ball against the wall.

After use, store "The Dink Wall" in a safe and dry place to prevent damage.

Warranty:

This product comes with a one-year limited warranty from the date of purchase. This warranty covers any defects in material or workmanship under normal use during the



warranty period. During this period, we will repair or replace products or parts of the product that prove defective because of improper material or workmanship, under normal use and maintenance.

Warnings:

Always ensure that the area around "The Dink Wall" is clear of obstacles before use. Do not use "The Dink Wall" in wet or slippery conditions to avoid accidents. This product is intended for pickleball practice only. Do not use it for any other purpose. Children should use "The Dink Wall" under adult supervision.

Assumption of Risk:

By purchasing and using "The Dink Wall", you acknowledge that you are aware of the inherent risks involved in the sport of pickleball, including but not limited to physical injury or harm. You assume all risk and responsibility for any injuries or damages that you may incur as a result of using "The Dink Wall". You agree to use the product responsibly and within the limits of your abilities.

Again, these are general provisions and may not fully cover the specifics of "The Dink Wall" product. For accurate information, it's recommended to contact the manufacturer or seller directly.

Revised Prompt: make the warnings and assumption of the risk provisions more detailed. Risks include the wall tipping over if not properly secured, someone running into the edge of the wall

ChatGPT

Absolutely, here are more detailed warnings and assumption of risk provisions:

Warnings:

Risk of Tipping Over: Ensure that "The Dink Wall" is properly secured before use. If not properly secured, the wall may tip over, potentially causing injury or damage. Use the provided securing mechanisms or consult with a professional if you are unsure about the setup.

Sharp Edges: Be aware of the edges of "The Dink Wall". Running or colliding into the edges of the wall can cause injury. Always maintain a safe distance from the edges during play.

Clear Area: Always ensure that the area around "The Dink Wall" is clear of obstacles before use. Failure to do so may result in tripping hazards or collisions.

Weather Conditions: Do not use "The Dink Wall" in wet or slippery conditions to avoid accidents. The wall may become unstable or slippery, increasing the risk of accidents.

Proper Use: This product is intended for pickleball practice only. Do not use it for any other purpose. Misuse can lead to injury or damage to the product.

Supervision: Children should use "The Dink Wall" under adult supervision. Ensure that children are aware of the potential risks and how to use the product safely.



Assumption of Risk:

By purchasing and using "The Dink Wall", you acknowledge and agree to the following:

Risk of Injury: You are aware of the inherent risks involved in the sport of pickleball, including but not limited to physical injury or harm. This includes the risk of injury from colliding with "The Dink Wall" or from the wall tipping over.

Risk of Damage: You understand that if "The Dink Wall" is not properly secured, it may tip over, potentially causing damage to property.

Acceptance of Risk: You assume all risk and responsibility for any injuries, damages, or losses that you, or any other person, may incur as a result of using "The Dink Wall".

Responsible Use: You agree to use the product responsibly, within the limits of your abilities, and in accordance with the provided instructions and warnings.

Indemnification: You agree to indemnify and hold harmless the manufacturer and seller of "The Dink Wall" from any claims, damages, losses, or expenses that arise from your use or misuse of the product.

Remember, these are hypothetical provisions and should not be used as actual legal documents or product instructions without consulting a professional. For accurate information, it's recommended to contact the manufacturer or seller directly.

Revised Prompt: okay, now please rewrite the entire instructions, warranty, warnings and assumption of the risk with the more detailed provisions all as one document

ChatGPT ***

Please note, these are hypothetical provisions and should not be used as actual legal documents or product instructions without consulting a professional. For accurate information, it's recommended to contact the manufacturer or seller directly.



Prompt: Hi there! I am a probate litigation attorney in arizona and would like some suggestions of **license plates** that I can get custom license plates

ChatGPT

Hello! Custom license plates can be a fun way to showcase your profession or personality. Given your profession as a probate litigation attorney in Arizona, here are some ideas:

PROB8LAW
TRSTLITG
EST8LAWY
WILLCNCT
PRBTGURU
LGLHEIR
WILLSQD
ESTATEZ
LGLBEQTH
INHRTME

Keep in mind that there are character limits for license plates (often 6-7 characters depending on the state), and some of these suggestions may already be in use. Be sure to check availability on the Arizona MVD website or the respective platform where you'd apply for custom plates.

Certainly! Here's a condensed version of the LinkedIn description, tailored to fit within a 2000-character limit:

➤ Prompt: Please write the description section for my listing on linked in. for some background, https://berklawgroup.com/team/kent-berk/. do you need any nmore info before proceeding?...Please reduce it to 2,000 characters of less.

As the founder of Berk Law Group, P.C., I specialize in probate, trust, estate, guardianship, conservatorship, and elder law litigation. My practice is built on over two decades of experience, a deep commitment to justice, and a dedication to delivering compassionate legal solutions.

Holding a J.D. from the University of Arizona College of Law, I've developed a reputation for resolving complex disputes with a strategic, client-focused approach. My work involves not just legal representation, but also educating and empowering clients and the public about estate and elder law through seminars and publications.

At Berk Law Group, our ethos is centered on advocacy, trust, and empathy. We strive to make a meaningful difference in our clients' lives and uphold these values in every case. We're more than just attorneys; we're dedicated advocates committed to excellence and making an impact in the community.

This version keeps the core messages of expertise, commitment, and advocacy while staying concise. If there's anything specific you'd like to add or modify, please let me know!