

Get more done with Gemini in Chrome

The *ultimate*
prompting
playbook



Ask Gemini



Work

Hello, Lisa

How can I help you today?

◆ Explain Gemini Nano's role

≡ List AI-powered safety features

🔄 How AI detects online scams **NEW**

🔍 Reading "AI-Powered Scam Prevention"

Type @ to ask about a tab

+

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Chrome is where work happens

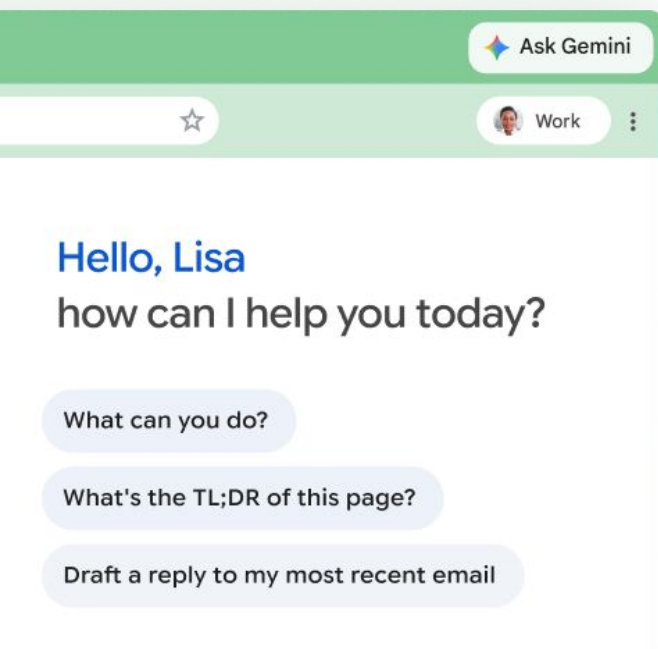


Hundreds of millions of people around the world rely on Chrome every day at work.

The browser is no longer just a portal to the web – it's the first app you open at the start of your workday and the last one you close.

It's where you search for answers and information, **manage daily to-do lists and tasks**, **collaborate on documents**, **create and edit spreadsheets**, **design and update presentations**, **access internal apps and portals**, **send and read emails**, **check calendars and schedule meetings**, **join video calls and webinars**, **review and approve leave requests**, **read and respond to instant messages**, **take notes during meetings**, **set up out-of-office replies**, **convert file formats** ... you get the idea.

As work continues to evolve, we're always looking for ways to improve and innovate the browsing experience. Recently, that means making it easier for organizations and their employees to accelerate their work with the help of Gemini.



By building Gemini into Chrome, Gmail, Google Maps, and other Google tools, we make it easier for you to safely access and use.

Because Gemini in Chrome is built into the browser, it's also easily managed by your company's IT and security teams. For Google Workspace users, any data shared with Gemini is protected by powerful privacy and security controls configured by your organization.

Work smarter and faster with Gemini in Chrome



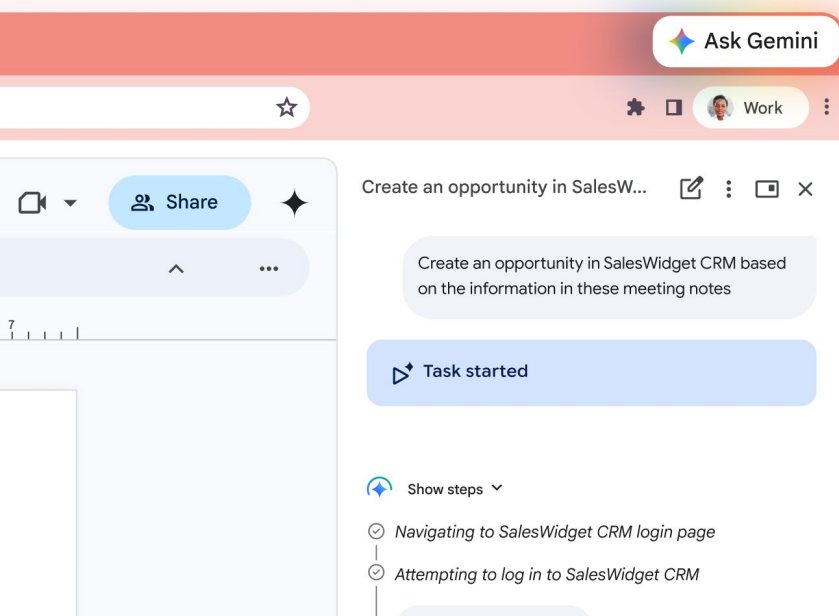
Chrome has transformed from a gateway to the web to an intelligent collaborator ready to help you with your work.

Gemini in Chrome is your always-on browsing assistant, ready to help you based on the context of your open tabs and browsing history. For example, you might ask Gemini to summarize an article or help you write a social media post.

With [auto browse](#), Gemini in Chrome can also help you complete multi-step tasks. You might ask it to find and book flights for an upcoming work trip, or to create a CRM opportunity based on your meeting notes with a new prospect.

Once you've asked Gemini in Chrome to complete a task, it will put together a plan that you can review before it begins the first step. As Gemini completes the task, you can watch along in real time and easily take over at any point.

On the pages that follow, we've included some specific prompt tips and examples that will help you start using Gemini in Chrome.



Ready to get started?

Click *Ask Gemini* in the top right corner of your browser to open the Gemini in Chrome side panel.

Prompt like a pro



Use natural language

Write as if you're chatting with another person.
Try to express full thoughts in complete sentences.



Be clear and concise

Tell Gemini what you need it to do as simply as possible using verbs like *summarize*, *write*, *change*, or *create*. Use instructions to guide Gemini on what it should do, as well as constraints that tell it what not to do or avoid.



Avoid complexity

Use specific and relevant phrasing, and avoid ambiguous language and jargon.



Provide context

Click the + icon in the bottom left corner of the side panel to share up to 10 open tabs with Gemini, helping it send more informed responses.



Make it a conversation

Break down complex tasks into separate prompts.
If the results don't meet your expectations or there's room for improvement, simply send another prompt.



Start with a suggestion

Select one of the suggested prompts in the Gemini in Chrome side panel to get the conversation started.



Save time with Skills

Typing a forward slash (/) in a chat with Gemini in Chrome opens [Skills](#) – a list of helpful, preset prompts you know Gemini will understand. You can even save your own prompts to Skills for easy reuse.

Use the 4 core prompt components

Sharing "Inbox (15) - ebecket@acme.com"

You are a program manager in [industry].
Draft an executive summary email to [persona]
based on [details about relevant program
docs]. Limit to bullet points.

Add tabs



Pro ▾



Persona

The role you want Gemini to assume.

Task

The action you want Gemini to take.

Context

The details or requirements Gemini should know.

Format

The form, style, arrangement, or length Gemini should create.

Helpful prompt examples



Analyzing raw data

The context

Your company has received multiple reports from customers that have had trouble logging into your website. You open the raw log data in a Chrome tab, then click *Ask Gemini*.

The prompt

You're a security analyst, review the 1M rows of log data to find log-in failures. Summarize key trends from this log data that we should prioritize for investigation.

Persona

Task

Context

The result

Gemini in Chrome identifies the root cause and replies with a recommended course of action for resolving the issue.



Booking work travel

The context

You're travelling for a conference next month and need to book flights and accommodation. Before you book, you need to get your itinerary approved by your manager.

The prompt

I want to draft an email letting my manager know about my possible flight date and times for a conference. Look up my emails and find information about the time and place of the next [conference name], then look for flights to the conference from [location]. Draft an email to let them know the options, with 1 recommendation and 2 alternative itineraries.



Pro ▾



Context

Task

Format

The result

Gemini in Chrome uses auto browse to find multiple flight options using Google Flights, organizes the information in Gmail, and drafts an email to your manager with the options.

Helpful prompt examples



Scheduling a team meeting

The context

You manage a team of 5 remote employees. After receiving a time-sensitive client request, you need to meet with your team as soon as possible to make a game plan.

The result

Gemini in Chrome uses auto browse to check the calendar for each team member and finds the earliest time everyone is available. Gemini creates an event in Google Calendar with a Google Meet link.

The prompt

Help me schedule a Google Calendar meeting with my teammates: [email addresses]. Cross-reference all their calendars and create a team meeting event when there are no other conflicts. Prefer the meeting to be in the afternoon.

Task

Format



Consumer research

The context

You work on the research and development team for a consumer goods brand. Your manager asks you to identify a list of products that are performing well in the US market that your brand doesn't currently offer.

The prompt

Search the web for the top 5 consumer buying trends in the US for 2026. Browse at least 3 different business news sites, summarize the key findings in a bulleted list, and include the source links for each.



Pro ▾



Task

Context

Format

The result

Gemini in Chrome uses auto browse to search the web and identifies 5 trends based on research from multiple credible sources. Each source is opened as a new tab in your browser. You use this as a foundation for your work preparing a list of product development opportunities that you later present to your manager.

Helpful prompt examples



Organizing work expenses

The context

You recently traveled to Los Angeles for a 3-day workshop. After returning home, the accounting department asks for receipts for the purchases you made during your trip on the company credit card.

The result

Gemini in Chrome uses auto browse to find all the receipts from your trip in Gmail and then attach them to a new email draft. You review and send the email to the accounting department.

The prompt

Filter through my inbox for all receipts related to my work trip to Los Angeles from [start date] through [end date]. Draft an email to [email address] and attach the receipts. Include a bulleted list of the receipts in the message.

Task

Context

Format



Email marketing

The context

You are the email marketing manager for an ecommerce site. A recent blog post reviewing one of your products has been sending lots of traffic to your website. You want to send an email based on the blog post to your subscribers.

The prompt

Read this blog post. Based on the content, draft a 3-paragraph email in our email marketing platform. Include a catchy subject line and a clear call to action.



Pro ▾



Task

Format

The result

Gemini in Chrome analyzes the blog post and uses auto browse to automatically generate a marketing email in the platform used by your team, complete with an eye-catching subject line and call to action. You send the email that day, generating another surge in traffic and sales.

Get started

Before using Gemini in Chrome, you must sign in to Chrome using your managed Google Account. This ensures your organization's data is private and secure. Neither your conversations with Gemini nor your Google Workspace data will be reviewed or used to improve generative AI models.

The best way to begin using Gemini in Chrome? Try it out!

Don't feel like you have to start with a complicated workflow. Try asking Gemini something simple first and work your way up as you grow more comfortable and confident.

For example, if you're reading this guide on Chrome, you could try asking Gemini to summarize its content for you. Here's a prompt to get you started:

Summarize this guide and identify 4 key takeaways or best practices for using Gemini in Chrome.

More helpful resources

- Learn more about [Chrome Enterprise](#)
- Find answers and support at the [Chrome Enterprise and Education Help Center](#)
- Read more about [auto browse](#), [Skills](#) and [Gemini in Chrome](#)
- Sign up for a no-cost trial of [Google Workspace with Gemini](#)
- Download the Gemini app on [Google Play](#) or the [App Store](#)

