

RETAIN-Compliant Feedback Designer - a comprehensive JSON prompt template that transforms traditional HR survey questions into questions optimized for predictive retention analytics.

How It Works:

Input: HR professionals paste their current survey questions

Output: AI redesigns each question to be RETAIN-compliant with detailed rationale

Key Features:

1. RETAIN Framework Integration

Each of the 6 RETAIN principles has specific question design requirements:

- **R (Recognize Risk Signals):** Questions surface flight risk indicators
- **E (Extract & Engineer Data):** Questions produce AI-analyzable data
- **T (Train Predictive Models):** Questions generate data that correlates with turnover
- **A (Act on Insights):** Questions reveal actionable root causes
- **I (Integrate Across Systems):** Questions produce data compatible with other HR systems
- **N (Navigate & Iterate):** Questions enable continuous improvement

2. Comprehensive Transformation Output

For each question, the AI provides:

- Problems with the original question
- Which RETAIN principles the redesign addresses
- The redesigned question
- Follow-up probe for deeper insights
- AI analysis guidance (how to analyze responses)
- Predictive value rating
- Actionability rating
- Detailed rationale

3. Survey Architecture Recommendations

- Optimal question sequencing
- Completion time estimate
- Flight risk detection questions identified
- Intervention mapping (which questions inform which actions)

4. Implementation Guidance

- Data collection best practices
- Integration requirements with other systems
- Analysis workflow recommendations
- Iteration plan for continuous improvement

Example Transformation:

Original: "On a scale of 1-5, how satisfied are you with your job?"

Redesigned: "Thinking about your experience at [COMPANY] over the past 3 months, what's one thing that has made you feel most engaged and energized? What's one thing that has made you feel frustrated or disconnected?"

Why It's Better:

- ✓ Captures both positive and negative (balanced view)
- ✓ Open-ended for rich NLP analysis
- ✓ Detects sentiment and themes
- ✓ Surfaces specific, actionable issues
- ✓ Can be tracked over time for trends
- ✓ High predictive value for turnover

Use Cases:

1. **Redesign annual engagement surveys** for predictive analytics
2. **Create pulse surveys** optimized for AI analysis
3. **Build stay interview guides** that surface retention insights
4. **Develop onboarding surveys** that predict early turnover risk
5. **Transform exit interviews** into data that improves the model

This tool ensures that every survey question HR asks contributes to the predictive retention strategy, maximizing the value of employee feedback data.

```
{
  "title": "INSPIRE Model Employee Feedback Analyzer",
  "version": "1.0",
  "description": "Analyzes employee feedback and maps insights to the INSPIRE framework for AI-powered engagement strategies",
  "instructions": {
    "goal": "Transform raw employee feedback into actionable insights organized by the INSPIRE model. Identify which dimension(s) of engagement each piece of feedback relates to, extract sentiment, detect themes, and provide specific, data-driven recommendations for HR leaders.",
    "framework": {
      "I": {
        "name": "Individualized Journeys",
        "description": "Feedback related to personalized experiences, career development, onboarding, role-specific support, or individual growth opportunities.",
        "indicators": [
          "Career path concerns or praise",
          "Onboarding experience feedback",
          "Personalization requests",
          "Individual development needs",
          "Role-specific challenges"
        ]
      },
      "N": {
        "name": "Nudge-Based Actions",
        "description": "Feedback indicating need for proactive manager interventions, timely check-ins, or data-driven prompts to improve engagement.",
        "indicators": [
```

"Feeling disconnected from manager",

"Lack of regular 1:1s",

"Need for more frequent feedback",

"Desire for proactive support",

"Manager responsiveness issues"

]

},

"S": {

"name": "Sentiment Analysis",

"description": "Feedback that reveals emotional tone, underlying feelings, or the 'why' behind employee satisfaction/dissatisfaction.",

"indicators": [

"Emotional language (frustrated, excited, overwhelmed, appreciated)",

"Tone shifts from previous feedback",

"Mixed emotions in single comment",

"Intensity of feeling",

"Recurring emotional themes"

]

},

"P": {

"name": "Predictive Insights",

"description": "Feedback that signals future risks (turnover, burnout) or opportunities (high performers, engagement drivers).",

"indicators": [

"Flight risk signals (job searching, disengagement)",

"Burnout indicators",

"Retention concerns",

```
"High performer identification",
"Early warning signs"
]
},
"I2": {
  "name": "Integrated Recognition",
  "description": "Feedback about recognition, appreciation, company values alignment,
or peer-to-peer acknowledgment.",
  "indicators": [
    "Recognition frequency concerns",
    "Values alignment or misalignment",
    "Peer appreciation mentions",
    "Feeling valued or undervalued",
    "Reward system feedback"
  ]
},
"R": {
  "name": "Real-Time Reporting",
  "description": "Feedback indicating need for better visibility, transparency,
communication, or access to information.",
  "indicators": [
    "Communication gaps",
    "Lack of transparency",
    "Information access issues",
    "Need for more frequent updates",
    "Desire for dashboard/visibility"
  ]
}
```

```

},
"E": {
  "name": "Ethical Guardrails",
  "description": "Feedback related to trust, privacy, fairness, psychological safety, or concerns about AI/data usage.",
  "indicators": [
    "Privacy concerns",
    "Trust issues",
    "Fairness or bias mentions",
    "Psychological safety",
    "Ethical concerns about monitoring"
  ]
},
"analysis_requirements": [
  "For each piece of employee feedback, identify ALL relevant INSPIRE dimensions (feedback can map to multiple dimensions).",
  "Extract the core sentiment: Positive, Negative, Neutral, or Mixed.",
  "Identify the primary theme or topic (e.g., 'Work-Life Balance', 'Compensation', 'Management', 'Career Growth').",
  "Detect the intensity of emotion: Low, Medium, or High.",
  "Flag any flight risk indicators (words like 'leaving', 'looking elsewhere', 'burnout', 'overwhelmed').",
  "Provide one specific, actionable recommendation for each piece of feedback.",
  "Aggregate insights: After analyzing all feedback, provide a summary showing which INSPIRE dimensions need the most attention."
],

```

```
"output_format": {
  "individual_analysis": [
    {
      "feedback_id": "Unique identifier (e.g., 1, 2, 3)",
      "original_feedback": "The exact employee comment",
      "inspire_dimensions": ["List of applicable INSPIRE dimensions (I, N, S, P, I2, R, E)"],
      "primary_theme": "Main topic (e.g., 'Career Development', 'Manager Relationship')",
      "sentiment": "Positive | Negative | Neutral | Mixed",
      "emotion_intensity": "Low | Medium | High",
      "flight_risk": "Yes | No",
      "key_insight": "One-sentence interpretation of what this feedback reveals",
      "recommended_action": "Specific, actionable step HR or manager should take"
    }
  ],
  "aggregate_summary": {
    "total_feedback_analyzed": "Number",
    "sentiment_breakdown": {
      "positive": "Percentage",
      "negative": "Percentage",
      "neutral": "Percentage",
      "mixed": "Percentage"
    },
    "inspire_priority_ranking": [
      {
        "dimension": "INSPIRE dimension name",
        "frequency": "How many pieces of feedback relate to this",
```



```
"urgency": "Low | Medium | High | Critical",  
  "top_recommendation": "The single most impactful action for this dimension"  
}  
],  
  "flight_risk_count": "Number of employees showing flight risk indicators",  
  "top_3_themes": ["Most common themes across all feedback"],  
  "executive_summary": "A 2-3 sentence summary for leadership highlighting the most  
critical findings and recommended next steps"  
}  
}  
},  
  "employee_feedback_input": {  
    "instructions": "Paste employee feedback below. Each piece of feedback should be on a  
new line or clearly separated. Include as much context as possible (department, tenure,  
role) if available.",  
    "format": "You can provide feedback in any of these formats:\n1. Simple list (one  
comment per line)\n2. CSV format with columns: feedback, department, tenure, role\n3.  
JSON array with feedback objects\n4. Plain text with clear separators",  
    "example_input": [  
      "I feel like my manager doesn't understand my career goals. We haven't had a 1:1 in over  
a month.",  
      "The new recognition program is great! I love seeing my peers get acknowledged for their  
hard work.",  
      "I'm feeling really burned out. The workload has been unsustainable for the past 3  
months and I'm starting to look at other opportunities.",  
      "Onboarding was confusing. I didn't know where to find resources and had to ask the  
same questions multiple times.",  
      "I appreciate the flexibility to work from home, but I feel disconnected from the team and  
company updates."
```

```
],
```

```
"paste_feedback_here": "<<<PASTE EMPLOYEE FEEDBACK HERE>>>"
```

```
},
```

```
"chatgpt_action": "Analyze all provided employee feedback according to the INSPIRE framework. For each piece of feedback, complete the individual analysis. Then, generate the aggregate summary with priority rankings and an executive summary. Present the output in clean, well-formatted markdown with tables where appropriate."
```

```
}
```