



Rights Decoded

*Understand what's being asked.
A clear document beats a nagging doubt.*

10 prompts to read, understand and double-check an official document or contract with AI, and stand up for your rights without playing lawyer.

Free for the SYSTINFO community



GOOD TO KNOW

AI explains. It does not judge.

In 2026, legal-aid services are rolling out assistants that help people know their rights, and tools turn a dense official letter into a clear summary. Free assistants like ChatGPT, Gemini or Le Chat sum up a contract, a bill or a letter in plain words. But information is not legal advice. Three things to keep in mind.

- **A clear summary, not a verdict**

AI puts a document in plain words. It does not state the law for you and does not replace a professional.

- **Protect your data**

A contract holds your name, address, numbers. Mask or replace that information before pasting the text.

- **Check before you act**

Rules change by country and date. Confirm anything important with an official service or a lawyer.

The right reflex: anonymize the document, understand first, then verify.

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THE METHOD

Ten prompts, five uses.

Taking back control of a document comes down to five uses: understand the text, spot what matters, know your rights, prepare your reply, verify. These 10 prompts hand the reading to AI. The decision stays yours.

Every prompt follows the same recipe: Role, Context, Task, Format. Copy the structure, change the brackets.

01 Understand the document

· 2 prompts

02 Spot what matters

· 2 prompts

03 Know your rights

· 2 prompts

04 Prepare your reply

· 2 prompts

05 Verify and go further

· 2 prompts



The Plain Version

PROMPT TO COPY

Role: you are a mediator who explains official documents in plain words.

Context: I'm pasting [a contract, a letter, a bill] I don't fully understand.

Task: sum it up in everyday language, no jargon.

Format: the gist in five lines, what is being asked of me, the key dates, and flag anything unclear.

What you get

An unreadable document made clear in seconds.

Understanding what's asked is the first step to answering it well.



The Hard Word

PROMPT TO COPY

Role: you are a plain-speaking teacher who explains a term without dumbing it down.

Context: in my document, I'm stuck on [term, clause, phrase].

Task: explain it in my words with a concrete example.

Format: a short definition, a real-life example, and what it changes for me.

What you get

An obscure term finally clear, example included. One clear word is one less trap and a safer decision.



The Sensitive Clauses

PROMPT TO COPY

Role: you are a careful reader who spots what binds you in a contract.

Context: here is [a lease, a subscription, an employment contract]: [paste it].

Task: flag the clauses that could cost me or trap me.

Format: a list of sensitive points, what each one means, and those to clarify before signing.

What you get

A contract's traps spotted before you sign. Catching a risky clause in time saves a lot of regret later.



Deadlines and Duties

PROMPT TO COPY

Role: you are an assistant who turns a document into an action list.

Context: in [this document], I must meet deadlines and obligations.

Task: pull out everything I must do and by when.

Format: a simple table, deadline, action, consequence if I do nothing.

What you get

Every deadline in one place, nothing forgotten. A missed date can cost dearly, seeing it coming protects you.



Your Rights Explained

PROMPT TO COPY

Role: you are an informer who explains rights in plain language.

Context: my situation, [tenant, customer, employee] facing [problem]. Country: [country].

Task: explain my rights and the steps to take.

Format: my rights in plain words, the possible steps, where to find official info, and state that this is not legal advice.

What you get

A clear sense of your rights and next steps. Knowing where you stand lets you face a dispute calmly.



The Right Question

PROMPT TO COPY

Role: you are an adviser who prepares my questions before a meeting.

Context: I'm about to consult [a lawyer, a service, an office] about [problem].

Task: list the questions worth asking.

Format: five precise questions, in order, and the documents to bring.

What you get

A meeting fully prepped, not a minute wasted. The right questions save time and get you better answers.



The Framed Challenge

PROMPT TO COPY

Role: you are an assistant who structures a challenge without overstating it.

Context: I want to dispute [a bill, a fine, a claim] because [reason].

Task: help me build my case, backed by facts.

Format: the facts in order, my arguments, the documents to attach, and the right tone to keep.

What you get

A solid challenge, calm and well built. Ordered facts and a steady tone weigh more than anger.



The Ready File

PROMPT TO COPY

Role: you are an organizer who assembles a clear file.

Context: for [my case, my dispute], my documents are a mess.

Task: help me build a complete file and a timeline.

Format: the list of documents, a logical order, a timeline of events, and what's still missing.

What you get

A tidy file understood at a glance. An orderly file signals seriousness and moves your request forward.



The Second Opinion

PROMPT TO COPY

Role: you are a careful challenger who tests my reading.

Context: here is how I understand [the document, my situation]: [my summary].

Task: tell me what I might be getting wrong.

Format: the points to recheck, the open questions, and what needs a professional's view.

What you get

Your blind spots surfaced before you commit. A view that challenges you beats a costly mistake.



The Citizen's Safety Net

PROMPT TO COPY

Role: you are a careful adviser who sets the limits.

Context: I'm about to decide or reply based on [this document].

Task: remind me what AI does not replace.

Format: AI is not a lawyer, information is not legal advice, verify with a pro, never share sensitive data.

What you get

A decision made with confidence, not blind. AI informs, a professional confirms, and you stay in charge.



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