



How to Fact-Check AI Results Effectively

A practical guide for to ensure accuracy and reliability in AI-generated information and data.

Essential Mindset

AI is a drafting and analysis assistant that can make mistakes, so always verify before sharing or publishing.



1. Go Back to the Source

- Match AI summaries to real data
- Validate numbers and trends
- Question “most” and “majority” claims
- No source = no confidence



3. Be Specific in Your Prompt

- Avoid vague asks like “What are the key insights?”
- Ask for exact numbers (percentages, counts)
- Require data to support each finding
- Clear prompts = more accurate results



5. Do a Second Pass Review

- Ask AI to double-check its own analysis
- Have it flag anything overstated or unsupported
- Or get a quick human review before sharing



7. Keep Humans in the Loop

- Always include a final human review
- Especially for board materials, public communications, and decision-making reports



2. Ask AI to Show Its Work

- Ask what evidence supports the conclusion
- Request a step-by-step breakdown
- Have it point to the responses behind the summary
- This helps catch overstatements, missed nuance, and weak interpretations



4. Spot Check the Big Stuff

- Verify 2–3 key claims manually
- Focus on major conclusions and trends
- Double-check anything that drives decisions



6. Watch for Red Flags

- Watch for overstated claims (“significant,” “most,” “clear trend”)
- Look for mixed feedback that may be glossed over
- Check how open-ended responses were interpreted
- Watch for assumptions filling in missing gaps

For informational purposes only; not legal advice.

FOLLOW A SIMPLE WORKFLOW

Draft → Show Support → Spot Check → Refine → Final Review

ALWAYS FACT-CHECK TO MAINTAIN CREDIBILITY AND TRUST.