

24

HR



ai Business Checklist

The AI Series



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THE 24-HOUR A.I. BUSINESS LAUNCH CHECKLIST

A 4-phase, 22-point checklist that takes you from 'reader' to 'business owner' in 24 hours — complete with a Daily Three system and a 7-day post-launch prompt.

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From Reader to Business Owner in 24 Hours

This checklist takes you from reading about AI income to actively generating it — in one day. Complete each phase fully before moving to the next. The sequence matters. Don't skip ahead.

PHASE	FOCUS	TIMEFRAME	ITEMS
Phase 1	The Foundation	Hours 1–3	4 checks
Phase 2	Product Creation	Hours 4–12	5 checks
Phase 3	The Digital Storefront	Hours 13–18	5 checks
Phase 4	Launch & Promotion	Hours 19–24	4 checks

The Core Rule

Complete each phase fully before moving to the next. The temptation to skip ahead — especially from Phase 1 to Phase 3 — is the most common reason the 24-hour launch fails. Foundation first. Product second. Storefront third. Launch fourth.

PHASE 1 THE FOUNDATION*Hours 1–3 — Nail these four decisions before you write a single prompt or open Canva.*

<input type="checkbox"/>	Identify your Power Niche Who specifically has the problem you will solve? Be specific: 'independent personal trainers' not 'fitness people'. 'First-year university students' not 'students'.
<input type="checkbox"/>	Choose your primary selling platform Gumroad for digital products (PDF prompt packs, guides). Fiverr for services (done-for-you content, prompt writing).
<input type="checkbox"/>	Create your brand identity One name, one font, two colours. Build it in Canva in under 30 minutes. Don't overthink this — you can refine it later.
<input type="checkbox"/>	Write your core offer statement "I help [specific audience] achieve [specific result] using [AI-powered method] so they can [ultimate benefit]." Write this out before anything else.

PHASE 2 PRODUCT CREATION*Hours 4–12 — Build your prompt pack. Test every single prompt. Apply the human layer before export.*

<input type="checkbox"/>	Engineer your prompts using the Role-Task-Context formula Build 10–20 high-performing prompts. Every prompt must include a defined role, a specific task, and full context.
<input type="checkbox"/>	Test every prompt in ChatGPT and Claude Only include prompts that produce genuinely impressive outputs. If a prompt produces generic results, rewrite it before it goes in the pack.
<input type="checkbox"/>	Apply the human layer throughout Remove AI-isms, add personal examples, and adjust tone. This is the 30% you add that makes the product yours.
<input type="checkbox"/>	Design your PDF in Canva Cover page, table of contents, 'How to Use' section, and a bonus resource. Keep it clean, consistent, and on-brand.
<input type="checkbox"/>	Export as a high-quality PDF and save a backup copy Export as PDF Print for maximum quality. Save a copy to Google Drive or cloud storage before moving on.

PHASE 3 THE DIGITAL STOREFRONT*Hours 13–18 — Your listing is your sales page. Every element here affects whether a stranger buys.*

<input type="checkbox"/>	Upload your product with a professional thumbnail image List on Gumroad or Etsy. The thumbnail is the first thing a buyer sees — spend 20 minutes getting it right in Canva.
<input type="checkbox"/>	Write a benefit-focused product description What specific result does the buyer get? What problem does it save them from? Features describe. Benefits sell.
<input type="checkbox"/>	Set your price between \$20 and \$35 This range has the best conversion-to-revenue ratio for new sellers. Don't go lower. Don't start higher until you have reviews.
<input type="checkbox"/>	Test the purchase link yourself Use a 100% discount code to run through the full checkout. Confirm the file delivers correctly. Fix any issues now.
<input type="checkbox"/>	Screenshot your live product page This is your first proof-of-concept asset. Use it in your launch content — showing a live listing builds credibility instantly.

PHASE 4 LAUNCH AND PROMOTION*Hours 19–24 — Tell people. The product exists. Now drive traffic to it.*

<input type="checkbox"/>	Create 5 social media posts using your AI prompts One hook post, one educational post, one before-and-after demonstration, one direct product mention, one relatable niche observation.
<input type="checkbox"/>	Update your Instagram, TikTok, and LinkedIn bio All three bios must include your store link before your first post goes live. One bio = one missed channel.
<input type="checkbox"/>	Share in three relevant spaces A Facebook Group in your niche, a relevant Reddit community, and your personal WhatsApp status. Three different audiences.
<input type="checkbox"/>	Reply to every comment and inquiry within 2 hours Early engagement boosts algorithmic reach on every platform. Set a reminder. Don't let comments sit unanswered.

The Daily Three

Once you have launched, these three daily actions keep your income growing. Consistency at all three, sustained over 90 days, produces compounding results that no single viral post can match.

ENGAGE	Reply to 5 people in your niche In comments, in communities, or in direct messages. Visibility compounds through consistent presence — not occasional bursts.
EDUCATE	Post one free tip, prompt, or AI demonstration Something that genuinely helps your audience. Value given freely builds the trust that converts followers into buyers.
ELEVATE	Spend 15 minutes improving one element Your product, your sales page, or your social media presence — based on real feedback you've received. One small improvement daily = a transformed product in 90 days.

Your Final Launch Prompt

Once you've completed all four phases, paste this into ChatGPT to get your personalised 7-day post-launch plan:

"Act as a business coach. I have just completed my 24-hour launch. My product is [name] and my niche is [niche]. Give me a specific schedule for the next 7 days to get my first 5 customers, including what to post, where to post it, and how to follow up with anyone who shows interest."

The checklist is complete. You are now a business owner.

Get the AI Prompts to Daily Income ebook — the complete system for building consistent AI-powered income beyond your first 24 hours.

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