



30-MINUTE IMPLEMENTATION GUIDE

The AI Quick-Start Checklist

Get your AI tools running in 30 minutes — so you can use every prompt in this guide



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ACTION CHECKLIST

Your 30–Minute AI Setup

01 Create your ChatGPT account

Go to **chat.openai.com** → Sign up free (Plus optional for GPT-4).

✓ Done when: you can type a message and get a reply

02 Bookmark this URL

Save **chat.openai.com** directly in your browser toolbar.

✓ Done when: it's one click away

03 Set your business context

Paste your background prompt at the start of every new chat session.

✓ Done when: ChatGPT responds acknowledging your business

📄 STEP 3 TEMPLATE (COPY & PASTE)

"I run a [type of business] called [name]. My customers are [describe them]. My main goal is to [goal]. Keep all responses professional and concise unless I say otherwise."

04 Run your first prompt

Open your PDF guide, copy Prompt #1, paste it into ChatGPT, and hit Enter.

✓ Done when: you get a usable result

05 Save your best outputs

Create a Google Doc or Notion page called "AI Outputs" to store your wins.

✓ Done when: you have a place to store your AI wins

Pro Tip: How to Get Better Results Every Time

3 core rules for high-precision AI prompts:



1. Be specific

Instead of generic asks, provide exact length and purpose constraints.

"Write a 5-line follow-up email to a client who didn't respond in 3 days."



2. Give context

Tell ChatGPT who your customer is and what emotional reaction you want.

"Define your target persona, their pain point, and the desired tone."



3. Ask for options

Add a variation command at the end of your prompt for instant range.

"Add 'give me 3 versions' at the end of any prompt to compare angles."



Bottom line: The prompts inside your guide already follow these rules. Just fill in your business details and hit send.