

10 AI Prompts to Save 10 Hours a Week

These advanced, actionable AI prompts are designed specifically for small business owners who want to boost visibility, simplify content creation, and reclaim their time. Each prompt is crafted to be copy/paste ready, customizable, and automation-friendly.

1. Automated Weekly Google Post Generator

Prompt:

"Each Monday, generate a Google Post idea for my [type of business] located in [city, state]. Rotate themes each week: promotional offer, customer tip, testimonial, seasonal event. Keep it under 150 words, with a clear CTA. Write it in a [brand tone] voice and format it so I can easily copy/paste into my Google Business Profile."

Suggested Tools: ChatGPT, Claude, Jasper **Example Output:** "🌿 Ready for a Fresh Start? This week, get 15% off all eco-friendly home goods at GreenNest in Portland, OR! Shop local and feel good about every purchase. Hurry—offer ends Sunday! #PortlandEcoLiving"

2. Client Review Summary Generator

Prompt:

"Summarize the last 10 Google reviews for my [type of business] in [city, state]. Highlight key themes of customer praise, recurring concerns, and suggest a testimonial-style quote we can turn into a post or website blurb. Keep the tone professional and warm."

Suggested Tools: ChatGPT with web browsing, Google Sheets + Zapier, Perplexity **Example Output:** "Customers consistently praise our fast service and knowledgeable staff. One customer said, 'I've never had such a smooth car repair experience!' — a great quote for our site or next post."

3. Google Business Description Optimizer

Prompt:

"Take our existing Google Business Profile description and rewrite it to include updated SEO keywords related to [industry] in [city]. Keep it under 750 characters, and ensure it sounds natural, welcoming, and easy to understand for potential customers."

Suggested Tools: ChatGPT, Frase.io, NeuronWriter **Example Output:** "At Luna Skincare in Austin, TX, we specialize in natural facials, dermaplaning, and holistic beauty treatments. Our expert team helps you glow with confidence using eco-conscious techniques and premium organic products. Book today!"

4. Content Repurposing Assistant

Prompt:

"Here is a recent Instagram or Facebook post: '[paste caption]'. Reformat this into a Google Post under 150 words. Include a clear location tag for [city] and keep it aligned with our [brand tone] voice."

Suggested Tools: ChatGPT, Canva Magic Write **Example Output:** "☀️ Did you know? Regular massages can boost your immune system! Visit ZenBody Massage in Charlotte, NC this week to relax and recharge. Book now and feel the difference. #CharlotteMassage"

5. Weekly FAQ Builder

Prompt:

"Generate one frequently asked question and answer related to [product/service] for [type of business]. Keep the answer under 3 sentences, use customer-friendly language, and optimize for SEO and local relevance to [city]."

Suggested Tools: ChatGPT, Claude **Example Output: Q:** How do I schedule a cleaning service?

A: You can book online 24/7 or call our office in Denver, CO during business hours. Same-week appointments are often available!

6. Mini Content Calendar Prompt

Prompt:

"Create a 4-week content plan for my Google Business Profile. Include one post per week: (1) promotion, (2) educational tip, (3) customer review highlight, (4) seasonal/local tie-in. Suggest ideal posting days and include a sentence prompt for each post."

Suggested Tools: ChatGPT, Trello + Zapier, Notion AI **Example Output:**

Week 1 (Monday): "20% Off Dog Grooming This Week – Book Now!"

Week 2 (Wednesday): "3 Tips to Keep Your Pup's Coat Healthy This Summer"

Week 3 (Friday): "Best grooming ever! – Thanks, Sarah! ❤️"

Week 4 (Sunday): "Celebrate Pet Appreciation Week with Us in Seattle!"

7. AI-Generated Alt Text for GBP Images

Prompt:

"Write alt text for the following image to use on a Google Post: '[describe image]'. Include visual details, a keyword, our business name, and location [city, state]. Keep it under 2 sentences."

Suggested Tools: ChatGPT, Microsoft Copilot **Example Output:** "Photo of our team applying a ceramic coating to a red Tesla Model 3 at Shine Auto Spa in Tampa, FL. Premium auto detailing service with a mirror finish."

8. Local Event + Business Tie-In

Prompt:

"Based on current events or holidays in [city, state] this week, generate a Google Post idea that connects our [type of business] to something timely. Keep it friendly, relevant, and include a call to action."

Suggested Tools: ChatGPT with web browsing, Perplexity, Google Trends **Example Output:** 🏳️‍🌈 Celebrate Pride Month with us at Rainbow Café in Madison, WI! Enjoy our limited-edition Pride Latte and support local LGBTQ+ youth programs. Join the celebration this weekend!"

9. Call-to-Action Variations Prompt

Prompt:

"Give me 5 creative call-to-action ideas for a [type of business] promoting [service or product] in [city]. Each CTA should encourage clicks, bookings, or calls and sound like it fits within our [brand tone] voice."

Suggested Tools: ChatGPT, Jasper **Example Output:**

1. Book your spot before it's gone – schedule today!
 2. Ready for results? Let's get started!
 3. Your glow-up begins here – click to book.
 4. Questions? Call now and chat with our friendly team.
 5. Don't wait—your dream kitchen starts with a call.
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10. Customer Persona > Content Angle Generator

Prompt:

"Using the following customer persona '[insert short persona description],' create a Google Post idea that speaks directly to their needs, frustrations, or goals. Include a suggested post title, theme (testimonial, tip, promo, etc.), and key message."

Suggested Tools: ChatGPT, Notion AI, HubSpot AI **Example Output:**

Persona: New moms looking for quick healthy meal prep options.

Post Title: "Fast & Healthy: New Mom Favorites"

Theme: Tip

Message: "Busy moms love our 15-min meal kits made with fresh, local ingredients. Spend less time in the kitchen and more time snuggling! 💕 Order from QuickBite in Sacramento today."

💡 *Pro Tip: For best results, pair each of these prompts with your brand voice guidelines:*

"Use a [describe tone] voice. We often say things like [example phrases]. Avoid sounding [what to avoid]."

These prompts are the starting point to streamline your local SEO, boost visibility, and let AI do the heavy lifting so you can get back to running your business.

For even more visibility-boosting support, check out the AI + Visibility Vault membership!