FREE · NO-BS AI

THE NO-BS AI PROMPT PACK

38 paste-ready prompts, sorted by the job you need done.

INSIDE

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How to use: pick your job, copy the prompt, swap the [BRACKETS] for your details, and paste it into ChatGPT, Claude or Gemini.

This pack is a living tool — I keep adding and upgrading prompts as the AI tools change, and as a subscriber you'll always get the newest version first, straight to your inbox.

ASH COLE

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RESEARCH

Explain Any Complex Topic Simply

turns any dense subject into a clear, memorable explanation

```
You are a world-class teacher who explains complex subjects in simple, clear language a
curious 12-year-old would understand. Explain [TOPIC] to me.
Use one vivid real-world analogy to make it memorable.
Keep your response under 200 words.
End with one thought-provoking question for me to consider.
```

Pro tip: Low effort, high reward — this is the fastest way to test a new tool and see the quality jump for yourself.

Structured Research Brief

produces a cited, decision-ready brief instead of a wall of text

```
Act as a senior research analyst with expertise in [FIELD]. Research [TOPIC] and deliver a
structured brief with these sections:
1. Executive Summary (one paragraph, the whole conclusion up front)
2. Key Findings (3-5 points, each with a confidence level: High / Medium / Low)
3. Supporting Evidence (cite a source for every factual claim)
4. Gaps & Limitations (what you don't know or can't verify)
5. Recommended Next Steps (3 specific actions)
Flag anything older than 6 months as potentially outdated. Keep it under 1500 words.
```

Pro tip: The "confidence level" and "gaps" sections are what separate a research assistant from a search engine — they force the AI to surface its blind spots.

The "What Changed" Delta Read

compares two versions of a document and finds the meaningful differences

```
I've provided the current and the previous version of [DOCUMENT TYPE, e.g. a report / policy
/ plan].
Focus your analysis only on what has changed between the two.
For each change, assess whether it's: routine (normal evolution), notable (worth
monitoring), or material (could change a decision).
Ignore what stayed the same. Highlight shifts in language, tone, and specific data points.
```

Pro tip: Feed both documents in the same conversation — the AI catches subtle wording shifts a human skim misses in seconds.

Stress-Test My Argument

removes confirmation bias by challenging a view you already hold

```
Here is a conclusion I've reached: [YOUR POSITION IN 2-3 SENTENCES].
Do two things, clearly separated:
Pass 1 — Argue the strongest evidence-based case FOR this view.
Pass 2 — Argue the strongest case AGAINST it, then name the single assumption my whole view
depends on that could turn out wrong.
Finish with what you'd need to see to change your assessment.
```

Pro tip: Run the neutral analysis before you reveal your opinion — if you hint at what you want to hear, you just get a polished mirror of your own bias.

Literature Snapshot

maps the key ideas in a field so you know what to read first

```
Act as a senior research analyst in [FIELD]. Give me a structured overview of [TOPIC]:
1. The 5 most influential theories, frameworks, or findings — for each: the core idea, who originated it, why it matters today.
2. Where the current thinking agrees, and where the active debates are.
3. 2-3 gaps in what's currently known.
4. 5 specific sources I should read first.
Write at [undergraduate / professional] level. Prioritise practical relevance over completeness.
```

Pro tip: Use this as a map, not the territory — it tells you where to spend your own reading hours, it doesn't replace them.

Data Interpreter

turns a raw dataset into a plain-English story and a next action

```
Act as a data analyst who turns numbers into decisions.
Here is my data: [PASTE DATA OR DESCRIBE THE DATASET AND KEY METRICS].
1. The 3 most important patterns or trends.
2. The story this data tells, in 2-3 sentences a non-technical person would understand.
3. The single most important number here, and why it matters.
4. What data is MISSING that would change the read.
5. One specific action I should take this week based on this.
```

Pro tip: Don't stop at "describe" — the value is in the interpretation, so always ask what to DO with the numbers.

AI Fact-Checker (Red-Flag Prompt)

screens any AI or draft text for shaky claims before you use it

```
You are a rigorous fact-checker and critical analyst. Review the text below and identify:
1. Any claims that could be inaccurate or unverifiable.
2. Any statistics that lack a clear source.
3. Any logical leaps or unsupported conclusions.
4. Any opinion presented as fact.
For each issue, explain why it's suspicious and how to verify or fix it.
[PASTE THE TEXT TO CHECK]
```

Pro tip: Run this on any output before you publish, send, or act on it — treat it as due diligence, the same way you'd verify anything with real stakes.

WRITING

The R.O.L.E. Rewrite

upgrades a weak, generic prompt into one that gets usable output first try

```
Rewrite the following request using this structure, then answer it:
Role: Act as [SPECIFIC EXPERT, e.g. a personal brand strategist for founders].
Objective: [EXACTLY what you want produced].
Limits: [word count, tone, format, what to include, what to avoid].
Example: [paste one example of the style or format you like].
My rough request: [YOUR ORIGINAL ONE-LINE ASK].
```

Pro tip: R.O.L.E. = Role + Objective + Limits + Examples. Nail all four and your first draft beats 95% of AI users' output.

Build Your Personal Master Prompt

creates a reusable context file so AI knows who you are every time

```
Based on the details below, create a "Master Prompt" — a context document I can paste at the start of every AI conversation so the AI instantly understands who I am and how to communicate with me.
- Name: [YOUR NAME] - Role / Business: [WHAT YOU DO] - Audience: [WHO YOU SERVE]
- Tone of voice: [e.g. warm, direct, never corporate] - Formats I use most: [e.g. emails, blog posts]
- Always do: [e.g. use real examples, end with a CTA] - Never do: [e.g. no jargon, no clichés]
Format it so I can paste it straight into ChatGPT, Claude, or Gemini. Concise but comprehensive.
```

Pro tip: Set it once, use it forever — drop it into ChatGPT Custom Instructions, a Claude Project, or a Gemini Gem so every chat starts with your context baked in.

Blog / Article Draft

writes a structured, human-sounding article to your spec

```
Act as a professional content writer specialising in [NICHE]. Write a [WORD COUNT]-word post titled "[WORKING TITLE]" for [TARGET READER].
- Open with a hook that creates curiosity in the first two sentences.
- Short paragraphs (3 sentences max), subheadings every 200-300 words.
- Include at least 2 real-world examples or analogies.
- End with this call to action: [DESIRED CTA]. Tone: [TONE].
Do NOT use clichés like "in today's fast-paced world" or "unlock your potential." Write like a human, not a brochure.
```

Pro tip: One good example beats a hundred words of instruction — paste a piece you love and say "write mine in this style."

5-Email Welcome Sequence

drafts a full onboarding email flow that builds trust before it asks

```
Act as an email marketing specialist. Write a 5-email welcome sequence for new subscribers to my [TYPE] list.
Email 1 (Day 0): Warm welcome + deliver the promised value.
Email 2 (Day 1): One quick win they can act on in under 10 minutes.
Email 3 (Day 3): A short origin story or key lesson that builds trust.
Email 4 (Day 5): A case study or proof of a real result.
Email 5 (Day 7): A soft, low-pressure invitation to [OFFER].
Tone: [TONE]. Each email under 300 words. Every sentence earns its place.
```

Pro tip: Iterate — your first draft is a first draft; ask for "tone more conversational, cut the length in half" and it gets sharp fast.

Social Content Calendar

plans two weeks of varied, on-brand posts in one pass

```
Act as a social media strategist for [INDUSTRY] brands. My brand is [BRAND] and my audience is [AUDIENCE]. I post on [PLATFORMS].
Create a 2-week calendar with 3 posts per week per platform, using a 60/30/10 mix of educational, entertaining, and promotional content.
Include specific post ideas with hooks and captions, and one viral-potential idea per week.
Format as a table: Day | Platform | Content Type | Hook/Caption Idea. Tone: [BRAND TONE].
```

Pro tip: The 60/30/10 split stops you from turning your feed into a wall of pitches — mostly give, occasionally ask.

The Anti-Example Trick

locks in your voice by showing the AI what NOT to sound like

```
I'm giving you two things:
1. GOOD — [paste 2-3 pieces of your best writing]. This is the voice, rhythm, and vocabulary to match.
2. ANTI-EXAMPLE — [paste a piece of generic writing you dislike]. This represents everything my content should NOT sound like. Study it and do the opposite.
Now write [THE PIECE YOU NEED] in my voice, avoiding every trait of the anti-example.
```

Pro tip: AI learns voice from examples far better than from adjectives — "conversational" is vague; ten samples of your conversational tone is precise.

Executive Report Writer

compresses a topic into a 10-minute, decision-first briefing

```
Act as a senior consultant who writes for busy executives. Write a [LENGTH]-page report on [TOPIC] for [WHO WILL READ IT].
Structure: 1. Executive Summary (the whole conclusion in one paragraph) 2. Situation Analysis 3. Key Findings (3-5 bullets, each with evidence) 4. Recommendations (specific, prioritised) 5. Risks & Mitigations 6. Next Steps with owners and deadlines.
Tone: authoritative but plain. No jargon without explanation. The reader has 10 minutes — make every one count.
```

Pro tip: Lead with the conclusion, not the build-up — a decision-maker should get the point from the first paragraph alone.

AUTOMATION

The First Three Jobs Test

the three-question filter for deciding what to hand to AI first

```
Not every task is worth automating. Before you build anything, run the job through three quick checks. Pass all three and it's a strong first candidate for AI. Fail even one and it stays on your own desk for now.
- BORING — you'd happily hand it over. If you'd actually miss doing it, this isn't the one.
- REPEATABLE — the steps barely change from one time to the next.
- CHECKABLE — if the AI got it wrong, you'd spot it in seconds. Mistakes can't hide.
Worked example, sorting and summarising your inbox: boring (yes), repeatable (yes), checkable (yes — a bad summary is obvious the moment you read it). Passes all three, so automate it.
Worked example, your big judgement calls — who to hire, whether to take the deal: not boring, never quite the same twice, and a wrong call can stay hidden for months. Fails all three, so those stay yours.
Start where all three line up. Earn the trust on the boring, checkable jobs first, then work your way up.
```

The AI-Action Prompt Skeleton

the reusable prompt shape for any AI step inside a Zapier/Make/n8n workflow

```
Role: You are a [SPECIFIC ROLE] for [SPECIFIC BUSINESS TYPE].
Context: Here is the data: [MAPPED FIELDS FROM THE PREVIOUS STEP].
Task: [EXACTLY what to do with this data].
Format: [How to structure the output — paragraph, bullet list, JSON].
Constraints: [Word limits, tone, things to avoid].
```

Pro tip: This Role/Context/Task/Format/Constraints shape is the backbone of every AI step — map real fields into "Context" so the AI works on live data, not guesses.

Auto-Draft a Client Welcome Email

turns a new signed client into a ready-to-send onboarding email

```
You are a client relationship manager for a professional services business. A new client
just signed a contract. Details:
Name: [MAP client_name] Project type: [MAP project_type] Contract date: [MAP contract_date]
Draft a warm, professional welcome email. Include: a thank-you, our 4 onboarding steps with
rough timelines ([LIST YOUR STEPS]), and an invitation to book a kick-off call within 3
business days.
Keep it under 200 words. Tone: friendly but professional. No exclamation marks.
```

Pro tip: Keep AI drafts as drafts — route the output to your review, not straight to the client, until the tone is reliably right.

News-to-JSON Classifier

reads each incoming article and scores it so your automation can route it

```
You are a competitive intelligence analyst. Analyse the following article for business
relevance.
Title: [MAP title] Description: [MAP description] Source: [MAP link]
Return a JSON object with exactly these fields:
{"relevance": [1-5], "urgency": [1-5], "category": "[Market Trend | Competitor Move |
Product Launch | Regulation | Partnership | Other]", "summary": "[two sentences]",
"action_item": "[one sentence]"}
Return ONLY the JSON. No preamble, no markdown. It must be valid JSON a machine can parse.
```

Pro tip: "Return ONLY valid JSON" is the whole game for machine steps — any stray text breaks the parser downstream, so forbid preamble explicitly.

One-Post-to-Four Repurposer

turns one blog post into a LinkedIn post, X thread, and newsletter intro in parallel

```
You are a professional content strategist. Based on the blog post below, write a LinkedIn
post that highlights the key insight, delivers practical value, and ends with a question to
drive engagement.
Under 300 words. No hashtags in the body — add 3 relevant ones at the end only. Tone:
authoritative but approachable.
Title: [MAP title] Full text: [MAP article text]
Return ONLY the LinkedIn post. No preamble.
```

Pro tip: Run separate branches for each platform (X thread, newsletter intro, subject lines) off one trigger — repurposing multiplies work you've already done, so it's one of the highest-value automations to build.

Tiered Overdue-Invoice Reminder

drafts a payment reminder whose tone matches how late the invoice is

```
You are an accounts receivable coordinator. Draft a payment reminder email for an invoice
that is [MAP days_overdue] days past due.
Client: [MAP client_name] Invoice: [MAP invoice_number] Amount: [MAP amount]
Tone: if 1-7 days, friendly — assume they simply forgot; if 7-30 days, firm but
professional. Do not reference any previous reminder unless one is provided.
Keep it under 150 words. Return ONLY the email body.
```

Pro tip: Branch on days-overdue so the tone escalates automatically — and keep every reminder a draft for human review before it sends.

Prompt-Chain a Blog Post

builds better long-form output by feeding one step's result into the next

```
Step 1: Act as a content strategist. Give me 5 blog post ideas for [NICHE] that would
attract [AUDIENCE]. For each, a headline and a one-sentence hook.
Step 2: Take idea #[N] and create a detailed outline — 5 sections, key points for each,
suggested word count.
Step 3: Using that outline, write the full post. Tone: [TONE]. End with a call to action.
```

Pro tip: Chaining beats one giant prompt for the same reason checking three timeframes beats one glance — each step builds on a sharper foundation than a single-shot ask.

RSS-to-Slack Alert Filter

watches a feed, judges relevance, and pings you only on what matters

```
You are a monitoring analyst. For the item below, decide whether it deserves an immediate
alert.
Item: [MAP title + description]
Return: a relevance score 1-5, a one-line reason, and either "ALERT" (if 4-5) or "LOG ONLY"
(if 1-3).
Alert only on genuinely high-priority items — skip routine noise.
```

Pro tip: Build at the lowest complexity that solves the problem — if a step involves no judgment (a plain data sync or file move), skip the AI entirely; "no AI needed" is a valid answer.

AGENTS

Research Agent Blueprint

a standing instruction set that turns any topic into a structured brief on demand

```
ROLE: You are a senior research analyst specialising in [YOUR FIELD]. You prioritise
accuracy over speed and always separate verified facts from informed speculation.
ALWAYS: structure every brief as Executive Summary, Key Findings, Supporting Evidence, Gaps
& Limitations, Next Steps; cite sources; flag info older than 6 months; note confidence
(High/Medium/Low) per finding.
NEVER: present speculation as fact; hide contradictory evidence; exceed 1500 words unless
asked.
KNOWLEDGE: treat my uploaded documents as primary sources; use web search to supplement, not
replace them.
```

Pro tip: Paste this into a persistent workspace (like a Claude Project) and upload your own reports — an agent researching your world beats one researching the world in general.

Content Operations Agent Blueprint

an agent that drafts publication-ready content in your voice

```
ROLE: You are a senior content writer who writes in my voice as defined in the uploaded
style guide. You produce publication-ready content that needs minimal editing.
ALWAYS: match the style guide's tone and vocabulary; open with a hook, not a definition;
short paragraphs (3-4 sentences); use specific examples; adapt length to the platform.
NEVER: use clichés; start consecutive paragraphs with the same word; produce generic content
that could fit any company.
KNOWLEDGE: style-guide + 5-10 of my best past pieces (match this quality); brand-facts doc
for real details instead of generic claims.
```

Pro tip: The examples do the heavy lifting — upload your ten strongest pieces so the agent learns your rhythm, not just abstract "write conversationally" rules.

Business Intelligence Agent Blueprint

an agent that reads your data and leads with the insight

```
ROLE: You are a business intelligence analyst in [YOUR DOMAIN]. Lead with the insight,
support with the data, skip the preamble.
ALWAYS: open with the single most important finding; compare current data to a prior period;
quantify everything (not "revenue rose" but "revenue rose 12% from $84K to $94K"); flag
anomalies even if unexplained.
NEVER: bury the lead under methodology; present numbers without a benchmark; make
recommendations without stating assumptions.
OUTPUT: Executive Summary, Key Metrics table, Trend Analysis, Anomalies & Flags, Recommended
Actions. Under 1000 words.
```

Pro tip: Upload your baseline (last quarter/year) too — without it the agent can only describe your numbers; with it, it can judge whether they're good or bad.

Give the Agent a Real Task

the invocation template that gets useful work out of any agent you've built

```
Research the following and deliver a structured brief:
TOPIC: [Your actual question]
CONTEXT: Why I need this — what decision it supports.
FOCUS AREAS: The specific aspects to prioritise.
KNOWN CONTEXT: Anything that explains the situation [e.g. "we ran a promotion in week 2" or
"the team was short-staffed"].
```

Pro tip: The context you don't provide is a gap the AI fills with confidence and zero accuracy — always feed the "known context" so it explains anomalies instead of inventing them.

The Agent Role Description

a one-page spec that defines exactly what an agent does and where it stops

```
Document this agent in five fields:
1. Purpose — one specific, actionable sentence on what it exists to do.
2. Inputs — the data sources, triggers, and prompts it receives (name files by location).
3. Outputs — the format, destination, and cadence of what it produces.
4. Boundaries — every "does not" it must observe.
5. Escalation triggers — the tight conditions that surface a notification to me (aim for 1-2
real escalations a week).
```

Pro tip: The "boundaries" (negative space) matter as much as the purpose — writing down what the agent must NOT do is what you check first when it does something unexpected.

Shadow-Deploy a New Agent

a safe rollout plan that earns trust before an agent acts on its own

```
For the next [NUMBER] real tasks, run in SHADOW MODE: do the full analysis and draft the output, but do NOT send, publish, or execute anything. Present each result to me for audit. Show your reasoning so I can see where you'd have been right and where you'd have been wrong.
After I confirm the pattern is reliable, I'll switch you to live.
```

Pro tip: Shadow-run, audit, refine, then go live — it's the difference between "deploy and trust" and "deploy and find out."

The Agent's Quality Gate

a built-in self-check the agent must pass before calling a task done

```
Before you deliver anything, run this checklist and fix any failures:
1. Does it match the brief and my voice/standards?
2. Is every statistic cited with a source?
3. Is there a clear next step or call to action?
4. Would I be comfortable putting my name on this as-is?
If any answer is no, revise before showing me.
```

Pro tip: "Would I be comfortable putting my name on this?" is the check that matters most — if you'd edit it before sending, the standards need tightening.

The Morning Watcher

a set-and-forget monitor that reports only what changed overnight

```
THE JOB NOTE (this is the prompt — you'll put it on a schedule):
Every morning at [TIME], check [PAGE / TOPIC / FEED] for me and report back only what has changed since yesterday.
Tell me three things: what moved, what's new, and what I can safely skip today. Lead with the single item most worth my attention.
Keep it under 200 words. If nothing meaningful has changed, say exactly that in one line — don't invent news to fill the space.

SET IT UP (three steps):
1. Write the job note above, swapping in your own [PAGE / TOPIC / FEED] and the [TIME] you want the report to land.
2. Put it on a schedule — a Claude scheduled task, or a timer trigger in Zapier or Make that runs it each morning.
3. Read it with your coffee. Whenever the report includes something you always skip, tighten the job note so tomorrow's is sharper.
```

Pro tip: The magic words are "only what changed" — leave them out and you get the whole page re-summarised every day; put them in and you get a thirty-second read that's actually worth opening.

EVERYDAY ADMIN

Daily Morning Briefing

a scheduled summary that hands you your day before you open your inbox

```
Create a daily morning briefing with these sections:
1. CALENDAR: today's meetings with times, attendees, a one-line summary each; flag any that need prep.
2. EMAIL HIGHLIGHTS: scan my inbox since yesterday 5 PM; flag emails from [KEY CONTACTS], marked urgent, or needing a reply today; summarise each in one sentence.
3. ACTION ITEMS: the 3 most important things to do first today, in priority order.
Keep it under 500 words. Lead with what matters, skip the routine.
```

Pro tip: In Claude Cowork, click Schedule (or open Scheduled and choose New task) to run this every morning automatically — test it manually first so it's pulling the right emails before you set it and forget it.

Inbox Triage Layer

sorts, summarises, and drafts replies so email becomes a checkpoint, not a tab

```
Act as my inbox assistant. For the emails below, do three things:
1. LABEL each by sender, project, and urgency.
2. SUMMARISE each thread in one sentence so I don't have to open it.
3. DRAFT a reply for any that need one, using these standard responses as a base: [e.g. "thanks, scheduling now" / "I'll reply fully Monday" / "that's outside what I do — here's who to ask"].
ESCALATE anything ambiguous, emotional, or from [VIP LIST] — flag it, don't guess.
```

Pro tip: Aim for ~20 rules covering 80% of your inbound, then open the inbox just twice a day for ten minutes to approve, send, or escalate.

Meeting Notes → Actions & Follow-Ups

turns messy raw notes into clear actions, decisions, and ready-to-send follow-up emails

```
Act as my meeting assistant. Below are my raw notes from a meeting — typos, shorthand and half-sentences included. Work with them as they are; don't ask me to tidy them up first.
Give me three things, clearly separated under their own headings:
1. ACTION ITEMS — pull out every action item, who owns it, and its deadline. One per line, as: task — owner — due date. If the notes don't make the owner or the date clear, write "[UNCLEAR — CONFIRM]" rather than guessing.
2. DECISIONS vs ACTIONS OWED — split what was decided from what's still outstanding: a short list of decisions actually made, then a separate list of actions still owed, so I can see at a glance what's settled and what isn't.
3. FOLLOW-UP EMAILS — draft a ready-to-send email to each owner covering their action(s). Under 200 words each, warm and clear, stating the task and deadline plainly. No exclamation marks.
Flag anything ambiguous instead of inventing an owner, a date, or a decision that isn't in the notes.
My notes: [PASTE YOUR RAW MEETING NOTES]
```

Pro tip: Keep the drafts as drafts — skim each follow-up before it sends, because the one thing AI can't see is the corridor conversation that quietly changed who's really doing what.

Fill a Document Template From a Brief

turns a short brief into a finished proposal, invoice, or agenda

```
Fill in the template below from this brief.
TEMPLATE: [PASTE YOUR PROPOSAL / INVOICE / KICK-OFF AGENDA TEMPLATE]
BRIEF: Client: [NAME]. Date: [DATE]. Scope: [SCOPE]. Terms: [TERMS]. Price: [PRICE].
Deliverables: [LIST].
Keep my existing structure and wording; only fill the variable fields. Flag anything the
brief doesn't cover.
```

Pro tip: If a recurring document still takes hours, the template is missing — build it once and the hundredth version takes fifteen minutes instead of four hours.

Tier-One Customer Service Reply

answers common questions in your voice and knows when to hand off

```
Act as my tier-one support agent, working only from the knowledge base below.
KNOWLEDGE BASE: [PASTE YOUR TOP 20 QUESTIONS + ANSWERS]
Rules: answer what you know, in my voice, with specifics. Never invent a policy, refund
window, or feature. Escalate to me — with a one-line summary — on the first sign of
emotional language, ambiguity, or any mention of money.
Question: [CUSTOMER MESSAGE]
```

Pro tip: Tight escalation beats a bot that stalls — a customer waiting a few hours for a real answer beats one stuck in a loop that never solves the problem.

Turn a Recurring Decision Into a Rule

converts a draining judgment call into a one-time policy

```
I keep making this decision by feeling, and it drains me: [DESCRIBE THE DECISION, e.g. when
to follow up, posting cadence, refund policy].
Help me turn it into a clear, written rule I can follow every time without re-deciding.
Give me: the rule in one sentence, the 2-3 conditions that trigger it, and the one exception
(if any) worth allowing.
```

Pro tip: A pre-decided rule ("third follow-up on day seven, regardless of how I feel") recovers the mental energy you'd otherwise burn deliberating the same call over and over.

Weekly Meal Plan

builds a full week of meals plus a shopping list around your real constraints

```
Act as a meal planning expert. Create a 7-day plan for [NUMBER] people:
- Budget: [BUDGET] per week - Dietary needs: [RESTRICTIONS] - Max cooking time: [MINUTES]
per meal - Skill level: [LEVEL]
Include breakfast, lunch, dinner and a snack each day, a shopping list organised by aisle, 2
meals that make leftovers, and prep-ahead tips for busy mornings.
Keep it practical — no exotic ingredients that need a special trip.
```

Pro tip: The same principle that makes AI useful at work — specific constraints in, useful plan out — is what makes it handle the rest of your life.

Negotiation Prep

gets you ready for a high-stakes conversation before you're in the room

```
Act as an expert negotiation coach. I'm about to negotiate [SITUATION, e.g. a contract rate,
a salary review, a supplier deal].
1. The 3 strongest arguments for my position.
2. What the other side will likely counter with.
3. My BATNA — best alternative if this falls through.
4. Two specific phrases to use if they push back.
5. The one mistake most people make in this type of negotiation.
Tone: strategic but calm — confident without being aggressive.
```

Pro tip: The edge here isn't talent, it's preparation — rehearsing the objections before the conversation is what makes you handle them cold when it counts.

MAKE ALL 38 PROMPTS YOURS

Thirty-eight prompts is a lot to work through cold. So let's make them yours in one go. Attach this PDF to ChatGPT or Claude, paste the prompt below, and answer a few quick questions. It'll rewrite every prompt in the pack for your job, your tools, your actual week — and hand you the five to run first. You bring the situation. The pack brings the words. Works in ChatGPT or Claude — attach this PDF, or paste in the pages.

```
You have the No-BS AI Prompt Pack attached to this chat — 38 prompts across Research,
Writing, Automation, Agents, and Everyday Admin. You are my setup assistant. You work ONLY
from the prompts in this pack: you don't invent new ones or swap in methods that aren't
here, and if I need something the pack doesn't cover, you tell me which prompt comes
closest.

First, interview me. Ask ONE question at a time and wait for my answer. Keep it to six or
fewer:
1. What do you do — your job, or the kind of work you're using AI for?
2. What are the three tasks that eat the most time in your week?
3. Which tools and apps do you work in most?
4. Is this mainly for work, for home, or both?
5. How comfortable are you with AI so far — brand new, some experience, or confident?

When I've answered, do two things:
1) REWRITE THE PACK FOR ME. Go through every prompt and pre-fill it for my situation — swap
the [BRACKETS] for what fits my role, tools, and tasks wherever you can. Any bracket you
don't have my details for, leave as a clearly marked [FILL IN] so I know to complete it.
Group the rewritten prompts under the three tasks I named (a prompt can sit under more than
one). List any prompts that don't fit those three tasks at the end under "Others worth a
look."
2) FLAG MY FIRST FIVE. Pick the five prompts I should run first given what I told you, and
give me one line each on why it earns the top slot for me.

Rules you never break:
- If the pack isn't actually attached or pasted here, say so and ask me for it first — never
invent prompts from memory.
- Never put real names, client details, health information, or bank / financial-account
numbers into any prompt. Where a prompt needs something private, leave it as a placeholder
for me to fill in myself, privately — placeholders stay placeholders until I fill them.

Start with question one.
```

Prove it to yourself — takes two minutes. Open a brand-new chat. No pack, no context. Paste this:

> *In five lines, tell me the single highest-leverage way I could use AI in my work this week, and the exact first step to take.*

Read the answer. It'll be fine. Useful, even. Generic — but fine. Now run the master prompt on the previous page, let it get to know you, then paste that exact same question again. The distance between those two answers — the generic one, and the one built around your actual work — is this whole pack in a nutshell. That gap is what you just picked up, for free.