

The Solo CEO AI Prompt Pack

20 copy and paste prompts for business owners who want AI doing the busy work

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How to use this

Open ChatGPT, Claude or Grok. Copy a prompt. Swap the [brackets] for your stuff. Hit enter.

That's it. Start with the section that eats most of your week.

Quick tip: paste a few of your old posts or emails first and say "this is my voice." Every prompt below gets way better when AI knows how you talk.

Part 1: Content (posts, videos, ideas)

1. One idea, a week of posts

Act as my content assistant. Here is one idea: [idea]. Turn it into 5 short social posts in my voice: simple, casual, short sentences. Each one starts with a hook a 4th grader gets and ends with a question.

2. Hook bank

I sell [offer] to [who]. Write 20 scroll stopping hooks for short videos about [topic]. Mix curiosity, contrarian takes and simple "how I" hooks. Under 12 words each.

3. Video script in 60 seconds

Write a 45 second video script on [topic]. Hook in the first line, 3 quick points, then this call to action: "Comment [WORD] and I'll send you [thing]." Write it the way people talk.

4. Turn a long video into clips

Here is a transcript: [paste]. Find the 5 best moments that work as standalone short clips. For each one give me the start line, end line and a hook for the caption.

5. Never run out of ideas

My audience is [who]. Their top 3 problems are [problems]. Give me 30 content ideas: 10 how to, 10 stories or lessons, 10 hot takes. One line each.

Part 2: Email and newsletter

6. Newsletter from your notes

Write a short newsletter from these notes: [notes]. One idea, one quick story, one action step. Casual tone. Give me 5 subject lines under 6 words.

7. Welcome email that gets replies

Write a welcome email for new subscribers to my newsletter about [topic]. Give them my best free resource up front: [link]. End with one easy question they can answer in one sentence.

8. Promo email without being pushy

Write 3 emails promoting [offer] to my list. Email 1 tells a story, email 2 answers the top objection: [objection], email 3 is a short last call with a real deadline: [date]. Friendly, no hype.

9. Re-engage cold subscribers

Write a short email to subscribers who haven't opened in a while. Be honest and light. Ask if they still want to hear from me and give them one quick win on [topic] either way.

Part 3: Sales and follow up

10. Follow up that gets answers

Write 3 short follow up messages for a lead who showed interest in [offer] but didn't buy. Friendly, no pressure, 2 to 3 sentences each. Each one gives a new reason to reply.

11. Handle the objection

My offer is [offer]. The top objections are [list]. For each one, write a short, honest reply I can use in DMs or on a call.

12. Sales page first draft

Write a first draft sales page for [offer] for [who]. Sections: headline, the problem, what changes, what's inside, who it's for and not for, FAQ, call to action. Leave [PROOF] placeholders where real results go. Make up nothing.

13. DM opener

Write 5 friendly DM openers to people who commented on my post about [topic]. Start a real conversation. No pitch in the first message.

Part 4: Support and operations

14. Support reply templates

Here are my 10 most common customer questions and my answers: [paste]. Write a friendly reply template for each one I can reuse.

15. Turn your process into an SOP

Here is how I do [task], in messy notes: [paste]. Turn it into a simple step by step SOP someone new could follow. Add a checklist at the end.

16. Clear the to-do list

Here is my to-do list: [paste]. Sort it into do now, hand to AI, delegate and drop. For the AI items, tell me exactly what to ask.

Part 5: Strategy and planning

17. Find the bottleneck

Here are my numbers for the last 30 days: traffic [x], leads [x], sales [x], revenue [x]. Act as a growth advisor. Where is the biggest leak, and what are 3 tests I can run this week to fix it?

18. Offer idea check

I'm thinking about selling [idea] to [who] for [price range]. Poke holes in it. What would make someone say yes fast, and what would stop them?

19. Research brief

Research [topic] for a business owner. Give me the 5 key points, 3 mistakes to avoid and 1 thing to try this week. Link your sources.

20. Weekly CEO review

Act as my chief of staff. Here's what happened this week: [notes]. Tell me what worked, what didn't, the one thing to focus on next week and what to stop doing.

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