

10 Prompts Most ChatGPT Users Never Think To Use

Free prompts that save you 2+ hours every day

How to Use These Prompts

Copy any prompt below and paste it into your favorite AI — ChatGPT, Claude, Gemini, or any other. Fill in the brackets with your specific details, then watch the magic happen.

The values in [BRACKETS] are placeholders. Change them to fit YOUR situation:

- [TIME] → 7 AM, 10 PM, 30 minutes...
- [GOAL] → Your specific goal (save money, learn faster, be more productive...)
- [X] → Your numbers (10 minutes, 3 days, 2 hours...)

The prompts work with ANY values you enter.

What the Color Boxes Mean

Box	Color	What it tells you
The Problem	Red	The exact situation this prompt solves
What you get	Green	The concrete output you can expect

The Prompt Formula

censored

This formula gives you the power to create your OWN prompts for any situation.

You'll find it - complete and unfiltered - in all 5 Prompt categories listed at the end of this PDF.

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Prompt 1: Morning Routine Booster

The Problem: You wake up, grab your phone, and suddenly it's 30 minutes later. You've scrolled through nothing and feel behind before the day even started.

THE PROMPT

Act as a morning optimization coach. Based on my current schedule and energy patterns, design a morning routine that sets me up for a productive day.

My details:

- Wake-up time: [WAKE TIME].
- Bedtime: [BED TIME].
- Morning energy level: [LOW / MEDIUM / HIGH].
- First commitment of the day: [E.G. WORK AT 9AM, KIDS AT 7AM].
- Available morning time before first commitment: [X] minutes
- I want to include: [EXERCISE / MEDITATION / READING / JOURNALING / NONE].
- Breakfast preference: [HEAVY / LIGHT / SKIP].

Design a step-by-step routine with:

1. The ideal order of activities
2. How to avoid phone-scrolling in the first 30 minutes
3. ONE "high-leverage" habit that makes the rest of the day easier
4. A backup plan for days I wake up tired

Keep it realistic, no 5am cold showers unless I ask for it.

What you get: A personalized morning sequence that fits your real life → Saves 30–60 minutes per day by killing morning procrastination

Prompt 2: Workout Plan Builder

The Problem: You know you should exercise, but every plan you find expects 2 hours at a gym you don't have time for.

THE PROMPT

Act as a personal trainer. Design a workout plan that fits my real life.

My info:

- Fitness level: [BEGINNER / INTERMEDIATE / ADVANCED].
- Available days per week: [X].
- Minutes per session: [X].
- Available equipment: [NONE - BODYWEIGHT / DUMBBELLS / GYM MEMBERSHIP / HOME GYM].
- Goal: [WEIGHT LOSS / MUSCLE GAIN / MAINTENANCE / FLEXIBILITY / GENERAL HEALTH].
- Injuries/limitations: [NONE / LIST THEM].
- Preferred workout style: [STRENGTH / HIIT / YOGA / MIXED].
- What I hate doing: [CARDIO / SQUATS / RUNNING / NOTHING].

Give me:

1. A weekly split (which muscle groups on which days)
2. The actual exercises with sets, reps, and rest times
3. Progressive overload plan (how to increase difficulty over 4 weeks)
4. What to do on my rest days
5. A 15-minute "I have no time" emergency workout

Make it sustainable, not extreme. I need to still want to work out in week 4.

What you get: A training plan built around your actual schedule, equipment, and goals + a 15-minute emergency workout → Saves 2+ hours of research and €50–100 on a personal trainer

Prompt 3: Habit Architect

The Problem: You've tried to build habits before. It worked for 3 days. Then life happened. You don't know why it didn't stick.

THE PROMPT

Act as a behavioral psychologist and habit coach. I want to build a new habit (or break an old one).

The habit I want to [BUILD / BREAK]: [DESCRIBE HABIT].

Why I want this: [MOTIVATION].

Past attempts: [WHAT WENT WRONG BEFORE].

Current environment: [DESCRIBE WHERE YOU SPEND MOST OF YOUR DAY].

Starting motivation level: [1-10].

Accountability preference: [NONE / FRIEND / APP / SELF-TRACKING].

Create a habit plan using these proven frameworks:

1. Implementation intention: "I will [BEHAVIOR], at [TIME], in [LOCATION]."
2. Habit stacking: Which existing habit can I attach this to?
3. Environment design: What changes make the good habit easy and the bad habit hard?
4. The 2-minute rule: What's the version so easy I can't say no?
5. Reward system: What immediate reward reinforces the behavior?
6. Recovery protocol: What happens when I miss a day?

Include: A 21-day tracking checklist I can print or copy.

What you get: A behavioral-psychology-backed plan that attaches your new habit to something you already do + a recovery protocol for missed days → **Saves 3+ hours of self-help books and endless failed attempts**

Prompt 4: Decision Assistant

The Problem: You're stuck between two or three options and can't move forward. You've been going back and forth for hours or days.

THE PROMPT

I'm stuck on a decision and need clarity. Help me think through it.

Decision I'm facing: [DESCRIBE THE CHOICE].

Options I'm considering:

- Option A: [DESCRIBE].
- Option B: [DESCRIBE].
- Option C: [DESCRIBE - OPTIONAL].

What matters most to me: [E.G. MONEY / TIME / HAPPINESS / HEALTH / RELATIONSHIPS].

Decision deadline: [URGENT / SOON / NO RUSH].

What's making this hard: [FEAR OF REGRET / TOO MANY OPTIONS / OUTSIDE PRESSURE / LACK OF INFO].

Please:

1. Identify the ONE key trade-off I'm actually facing
2. Apply a simple decision framework weighted by what matters to me
3. Challenge my assumptions — what am I not seeing?
4. Ask me 3 clarifying questions that would make the answer obvious
5. Give me your honest recommendation with a "here's what could go wrong" section

I don't want a pros/cons list. I want clarity.

What you get: Clarity in 5 minutes through a weighted analysis tailored to what actually matters to you
→ Saves hours of rumination and decision stress

Prompt 5: Brain Dump → Action Plan

The Problem: Your head is so full of tasks, worries, and ideas that you don't know where to start. Everything feels urgent. Nothing gets done.

THE PROMPT

I have too much in my head. Help me organize it.

Here's everything I'm thinking about right now (in no particular order):

[PASTE YOUR BRAIN DUMP HERE like work tasks, worries, ideas, errands, everything].

For each item, please:

1. Categorize it (Work / Personal / Admin / Health / Finance / Creative / Social)
2. Estimate time required (5min / 15min / 30min / 1h / 2h / 4h+)
3. Priority (Urgent+Important / Important / Nice-to-have / Delegate / Delete)

Then create:

- TODAY: What I should actually do today (max 3 items)
- THIS WEEK: The rest sorted by priority
- DEFER: What can wait
- DELEGATE: What I should NOT do myself
- ELIMINATE: What doesn't matter

I want to feel lighter after reading this, not more overwhelmed.

What you get: Your chaotic brain dump transformed into a sorted, prioritized action plan: today, this week, defer, delegate, and delete → Saves 1–2 hours of mental sorting and the feeling of overwhelm

Prompt 6: Content Hook Generator

The Problem: You stare at a blank screen. You know you need to post something. Nothing comes out. You close the tab and open TikTok.

THE PROMPT

Act as a copywriter who specializes in viral hooks. I need attention-grabbing openings for a piece of content.

My content is about: [TOPIC]

My target audience: [DESCRIBE WHO SHOULD CARE]

The ONE thing I want them to feel/think: [CURIOSITY / URGENCY / RELIEF / INSPIRATION]

Platform: [LINKEDIN / INSTAGRAM / TWITTER / BLOG / EMAIL]

Tone: [PROFESSIONAL / CASUAL / CONTROVERSIAL / FUNNY / EDUCATIONAL]

Generate 10 different hooks using these proven patterns:

1. The Curiosity Gap ("I tried X for 30 days and here's what happened")
2. The Counter-Intuitive ("Everything you know about X is wrong")
3. The Specific Result ("How I went from X to Y in Z days")
4. The Question Hook ("Why do most people fail at X?")
5. The Story Opener ("The moment I realized X wasn't working...")
6. The Data Drop ("75% of people don't know X")
7. The Bold Statement ("X is dead. Here's what replaces it.")
8. The Empathy Hook ("If you've ever felt X, this is for you")
9. The Time-Saver ("Stop doing X. Do this instead.")
10. The Challenge ("Try this for 7 days and tell me I'm wrong")

For each hook: Write a 1-line version and a 2-3 sentence version.

What you get: 10 scroll-stopping hooks for your next post using proven viral patterns → Saves 30–60 minutes per post and eliminates writer's block

Prompt 7: Smart Summarizer

The Problem: Your reading list is 47 articles deep. You don't have time to read all of them, but you're scared of missing something important.

THE PROMPT

Act as an executive assistant who filters information. Summarize the following text for me.

Context: [DESCRIBE WHY I'M READING THIS]

Time available: [I WANT A: 3-bullet version / 1-paragraph summary / detailed breakdown]

My role/interests: [E.G. "I'm a manager who needs to decide", "I'm a student studying this topic"]

[PASTE THE TEXT / ARTICLE / REPORT HERE]

Please produce:

1. THE BOTTOM LINE: What's the single most important takeaway? (1 sentence)
2. KEY POINTS: Max 5 bullet points of what I actually need to know
3. SURPRISES: What contradicts common beliefs or surprised you in the text?
4. ACTIONABLE: Is there anything here I should DO differently?
5. SKIP THIS: What parts can I safely ignore?

Be ruthless with what matters and honest about what doesn't.

What you get: Any article, report, or email condensed to what matters — the bottom line, key points, surprises, and what to do differently → Saves 30–90 minutes per article or report

Prompt 8: Evening Wind-Down Routine

The Problem: Your brain won't shut up at night. You lie in bed replaying the day, planning tomorrow, scrolling your phone. Sleep comes 1+ hour late.

THE PROMPT

Act as a sleep optimization coach. I want to end my day intentionally and sleep better.

My info:

- Ideal bedtime: [TIME].
- Wake-up time: [TIME].
- Sleep quality currently: [POOR / FAIR / GOOD].
- Main sleep disruptor: [SCREEN TIME / STRESS / CAFFEINE / NOISE / PARTNER / NONE].
- How my day typically ends: [WORK LATE / TV / SOCIAL MEDIA / READING / NOTHING].
- I have [X] minutes free before bed

Design a wind-down routine:

1. The "shutdown ritual" — a 5-minute exercise that mentally closes the workday
2. Screen timing: When should my last screen be?
3. The ideal sequence: What to do in what order for optimal sleep onset
4. My room setup: Quick changes to environment that improve sleep quality
5. If I can't sleep: A backup protocol for lying awake

Make it realistic for someone who doesn't have a perfect sleep schedule.

What you get: A wind-down sequence that signals your brain it's time to rest + a 5-minute shutdown ritual to mentally close the workday → **Saves 1 hour of nightly overthinking and improves sleep quality**

Prompt 9: Self-Reflection Journal

The Problem: You go to bed feeling like you didn't accomplish anything. You can't name what went well, what went wrong, or what to do tomorrow.

THE PROMPT

Guide me through a 5-minute end-of-day reflection. Ask me questions one at a time, don't list them all at once. Wait for my answer before moving to the next.

Part 1: Win of the Day (1 min)

What's one thing I did today that Future Me will thank me for? It can be tiny.

Part 2: Lesson (1 min)

What happened today that I want to learn from? Not a mistake — a data point.

Part 3: Offload (1 min)

What's taking up space in my head that I should write down instead of carry to tomorrow?

Part 4: Tomorrow's One Thing (1 min)

If tomorrow only has ONE non-negotiable priority, what's the most impactful thing I can do?

Part 5: Close (1 min)

Based on my answers, give me a 1-sentence closing thought that sets me up for a good night.

Let me answer each part before asking the next.

What you get: A guided 5-minute reflection that ends your day with clarity instead of regret → Saves 30 minutes of bedtime overthinking and gives direction for tomorrow

Prompt 10: Email Polisher

The Problem: You stare at an email draft you wrote. It's okay. But not great. You could send it, but you know it could hit harder.

THE PROMPT

Act as a communication expert. I've written an email draft that needs improvement.

My goal with this email: [INFORM / REQUEST / FOLLOW UP / APOLOGIZE / NEGOTIATE / PERSUADE / DECLINE].

Recipient: [COLLEAGUE / BOSS / CLIENT / STRANGER / FRIEND].

Desired outcome: [WHAT SHOULD HAPPEN AFTER THEY READ IT?].

Current tone: [FORMAL / CASUAL / URGENT / ANGRY / CONFUSED].

My relationship with recipient: [CLOSE / PROFESSIONAL / FIRST CONTACT / CONFLICTED].

Here's my draft:

[PASTE YOUR EMAIL DRAFT HERE].

Please:

1. First, tell me what's already working (don't just rewrite everything)
2. Suggest improvements for: clarity, tone, length, and call-to-action
3. Offer 2-3 alternate versions if my draft needs a full rewrite
4. Flag any phrases that could be misinterpreted

Keep my voice — don't make it sound like a corporate robot wrote it.

What you get: Your draft rewritten or polished; clearer, friendlier, and more likely to get the response you want → Saves 10–15 minutes per email and prevents miscommunication

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