

FREE DOWNLOAD

Top 50 AI Prompts for Productivity

The Ultimate Cheat Sheet for Content Creators,
Marketers & Business Owners

50

Proven Prompts

10

Categories

10,000+

Creators Using These

Welcome to Your AI Productivity Arsenal

AI prompts are the difference between spending 3 hours on a task and finishing it in 20 minutes. The right prompt unlocks the full power of AI — giving you targeted, professional output you can use immediately.

This cheat sheet contains **50 battle-tested prompts** used by more than **10,000 creators, marketers, and business owners** on AI Central Tools. Each prompt is designed to be copy-paste ready — just replace the [brackets] with your specific details.

Whether you write blog posts, run email campaigns, manage social media, or run a business, these prompts save you hours every week. Bookmark this PDF and return to it whenever you need a productivity boost.

HOW TO USE THESE PROMPTS

1. Copy the prompt text. 2. Replace [brackets] with your details. 3. Paste into any AI tool (ChatGPT, Claude, Gemini — or a

10 Categories Inside

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PEN 1. CONTENT WRITING

- #1 Write a [blog post/article] about [topic] for [target audience]. Include [specific angle], make it [tone], approximately [word count] words.
- #2 Create 5 headline variations for [topic] that use curiosity, numbers, or urgency. Make them suitable for [platform].
- #3 Rewrite this paragraph to be more engaging: [paste text]. Keep the core message but improve flow and add a compelling hook.
- #4 Write an introduction for [topic] that hooks the reader in the first sentence. Use the problem-agitate-solve framework.
- #5 Generate an outline for a [word count]-word article about [topic] targeting [keyword]. Include H2s and H3s.

EMAIL 2. EMAIL MARKETING

- #6 Write a welcome email for new subscribers of [brand/newsletter]. Introduce [what they will get], include a warm CTA to [action].
- #7 Create a 3-email abandoned cart sequence for [product]. Email 1: reminder, Email 2: social proof, Email 3: urgency/discount.
- #8 Write a subject line + preview text for an email about [topic]. Generate 5 A/B test variants optimized for open rates.
- #9 Draft a re-engagement email for subscribers who have not opened in 90 days. Include a compelling reason to stay + easy unsubscribe.
- #10 Write a promotional email for [product/offer] using the AIDA framework. Audience: [description]. CTA: [desired action].

SOCIAL 3. SOCIAL MEDIA

- #11 Create 7 LinkedIn posts about [topic/expertise] for a [role]. Mix: 1 story, 2 tips, 2 opinions, 1 case study, 1 question.
- #12 Write a Twitter/X thread about [topic] with 8-10 tweets. Start with a strong hook, end with a CTA. Include emojis.
- #13 Generate 5 Instagram caption ideas for [product/service/topic]. Each under 150 words. Include relevant hashtags.
- #14 Create a content calendar for 1 week on [platform] for [brand]. Include post type, copy, and best time to post.
- #15 Write a viral-style hook for a short video about [topic]. Give me 5 options under 10 seconds.

SEO 4. SEO & BLOGGING

- #16 Perform a content gap analysis: I rank for [keyword A]. Suggest 10 related keywords I am likely missing with high intent.
- #17 Write meta title + description for [page/article] targeting [keyword]. Keep title under 60 chars, description under 155.
- #18 Create an FAQ section for a blog post about [topic]. Include 8 questions that match voice-search queries.
- #19 Rewrite this blog intro to rank better for [keyword] while keeping the content natural and engaging: [paste intro].
- #20 Suggest 15 long-tail keyword variations for [main keyword] across informational, commercial, and navigational intent.

BIZ 5. BUSINESS & STRATEGY

- #21 Act as a business strategist. Analyze [business idea] using the SWOT framework. Be specific and actionable.
 - #22 Write a one-page executive summary for [project/product/business]. Include problem, solution, market, and ask.
 - #23 Create a 90-day launch plan for [product/service]. Break it into 3 phases with weekly milestones.
 - #24 Draft a competitive analysis comparing [my product] vs [competitor A] vs [competitor B] across [5 criteria].
 - #25 Generate 10 business model ideas for monetizing [skill/audience/content]. Include pros/cons for each.
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CX 6. CUSTOMER SUPPORT & SALES

- #26 Write 5 email templates for handling [common objection] in sales. Make them empathetic and solution-focused.
 - #27 Create a chatbot FAQ script for [product/service]. Include 10 common questions with helpful, friendly answers.
 - #28 Write a follow-up sequence after a sales call that did not close. 3 emails: Day 1, Day 3, Day 7.
 - #29 Draft a customer win-back email for churned users of [product]. Acknowledge their departure, offer value, invite return.
 - #30 Generate responses to 1-star reviews for [business type]. Be professional, empathetic, and offer resolution.
-

HR 7. HR & PRODUCTIVITY

- #31 Write a job description for [role] at [company type]. Include responsibilities, requirements, culture fit signals, and salary range.
- #32 Create an onboarding checklist for a new [role] at [company]. Cover weeks 1, 2, and 30/60/90-day goals.
- #33 Draft a performance review template for [role]. Include sections for achievements, areas of improvement, and goal-setting.
- #34 Generate 10 interview questions for [role] that test both technical skills and culture fit.
- #35 Write a meeting agenda for a [type] meeting with [number] people. Duration: [time]. Goal: [objective].

DESIGN 8. CREATIVE & DESIGN BRIEFS

- #36 Write a creative brief for [project type] for [brand]. Include target audience, tone of voice, key messages, and deliverables.
- #37 Generate 5 tagline ideas for [brand/product] that communicate [core value]. Keep each under 8 words.
- #38 Describe a hero image concept for [landing page/campaign]. Include visual style, colors, mood, and copy overlay.
- #39 Write product description copy for [product] emphasizing [benefits]. Style: [conversational/luxury/technical]. Length: [short/medium].
- #40 Create a brand voice guide for [brand]. Define tone, vocabulary rules, and give 3 before/after copy examples.

RESEARCH 9. RESEARCH & ANALYSIS

- #41 Summarize this content in 3 bullet points and identify 1 key insight I might have missed: [paste content].
- #42 Act as a market research analyst. What are the top 5 trends in [industry] in 2025-2026 with supporting data points?
- #43 Create a pros/cons list for [decision/tool/strategy]. Be balanced and include at least 5 points per side.
- #44 Write a literature review summary on [topic] covering key findings, debates, and research gaps.
- #45 Analyze the following data and generate 3 actionable insights for [goal]: [paste data].

PERSONAL 10. PERSONAL PRODUCTIVITY

- #46 Create a daily schedule template for a [role] who wants to [goal]. Block time for deep work, meetings, and admin.
- #47 Write a personal OKR (Objectives and Key Results) framework for [timeframe] focused on [goal area].
- #48 Help me prioritize this task list using the Eisenhower Matrix. Categorize each task: [paste list].
- #49 Generate a weekly review template I can use every Friday to reflect on progress toward [goals].
- #50 Write affirmations and a morning routine outline for someone who wants to be more productive/creative/focused.

Ready for More?

These 50 prompts are just the beginning. AI Central Tools gives you access to **222+ specialized AI tools** — each fine-tuned for a specific task, so you get better results than a generic prompt every time.

From an AI Blog Writer and SEO Optimizer to a Social Media Caption Generator and Email Subject Line Tester — every tool is built to save you time and multiply your output.

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Pro Plan	Unlimited access for \$9/month or \$90/year
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