

THE HAPPINESS TRIBE

AI Readiness Guide

Three simple places to let AI lend a hand - starting today

Hey there, friend. You do not need to be a tech wizard to use AI. Think of it like a friendly intern who never gets tired - it is here to lighten your load, not replace you. Here are the three easiest places to start. Pick one, try it this week, and see how it feels. You might be surprised how much time you get back.

1

Writing Your Everyday Words

Emails, social media posts, product descriptions, newsletters - if it involves putting words on a page, AI can write a solid first draft for you in seconds. You stay the editor. You keep the voice. AI just gets you past the blank page so you can focus on the part that matters: making it yours.

TRY THIS: Next time you need to write a customer email or a social post, ask AI to draft it. Then tweak it to sound like you. That is it - you just saved twenty minutes.

2

Answering Common Questions

You probably answer the same five questions over and over: hours, pricing, availability, return policy, how to book. AI can help you write clear, friendly responses once - then you reuse them everywhere. Some tools can even reply for you, with your approval, so nothing falls through the cracks while you are busy running your business.

TRY THIS: Make a list of your most-asked questions. Ask AI to write a warm, short answer for each one. Save them in a document. Now you have a ready-to-send library for any channel.

3

Organizing Your Brain

Notes from a meeting, a messy to-do list, a pile of ideas you jotted down - AI can take all of that and turn it into a clean summary, a prioritized plan, or a simple schedule. It is like having someone sit beside you and tidy up your thoughts so you can see what matters most and what can wait.

TRY THIS: Paste your scattered notes into an AI chat and ask: "Can you organize this into a simple priority list?" Watch your chaos become clarity in about ten seconds.

You do not have to do all three at once. Start with the one that feels easiest. Every small step counts - and that is what being ready really means.

♡ **The Happiness Tribe**