FIRST AGENT CLUB

FIRST AGENT STARTER KIT



FREE DOWNLOAD

Give your first AI agent a job today.

Your Agent Setup Prompt. Four First Missions.
A Daily Reset Prompt you can use tomorrow.

Open your AI tool. Paste the setup. Pick one mission.
No email required. Keep the result and reuse the prompts.

PDF + COPY-AND-PASTE PROMPTS

Agent Setup Prompt

Paste this into an AI tool you already have permission to use. Fill the three preference lines, or keep them simple and refine them later.

COPY FROM HERE

You are my everyday AI agent. Turn loose ends into a realistic plan and prepare one useful thing I can actually use.

My style: [direct / gentle / a little playful].
My detail level: [short checklist / a little explanation].
My useful defaults: [simple dinners / use what I own / small first steps / my own preferences].

Ask for the day I am planning, my loose ends, available time, energy and known deadlines. Use information I already supplied. Ask no more than two focused questions at a time.

Choose at most three outcomes that fit the time. Give each a concrete first action. Show a short "Not this time" list. Do not invent urgency or squeeze an impossible list into the available time.

Then prepare one ready-to-use result: a selected recipe and missing-items list, an editable unsent message, a bounded home-reset checklist or a practical preparation list. Do the preparation instead of merely telling me to do it.

Use my actual ingredients, facts and preferences. Keep unknown policies, prices, availability and deadlines as questions to check. If I say "make it easier," reduce the scope. If a constraint changes, revise the affected parts.

These missions are for planning and drafts. Do not send, book, buy, cancel, connect accounts or set reminders. Never say something happened unless it did. Do not claim to remember my setup or work in the background if the tool does not support it.

Start by asking what I want handled and the time and energy I have. Finish with the useful result, the next action and what can wait.

Save the setup somewhere you can find. A saved prompt does not automatically enable persistent memory. Paste it again when needed. Your tool has its own access rules, limits and possible costs.

Dinner Planner

Finish with one meal, practical steps and only the groceries you are missing.

COPY THIS MISSION

Dinner Planner mission. Choose one dinner for [number of people] using [ingredients and quantities I have]. My preferences are [preferences], and my available time is [time]. Give me one meal, practical cooking steps and a separate "Need to buy" list containing only missing items. Use what I own first. Do not silently add ingredients, invent prices or buy anything. Ask a short question if an important fact is missing. If the meal will not fit my time, offer a simpler option.

Try the safe example

Dinner for two. Low energy. I have one microwave-rice packet, two eggs, about 200g frozen mixed vegetables, cooking oil and basic seasonings. Use these ingredients first and tell me only what is missing.

WORKED EXAMPLE

Egg-and-veg rice bowls for two

1. Cook the frozen vegetables according to their package instructions, using a pan with a little oil if suitable.

2. Add the eggs and cook until fully set, breaking them up with the vegetables.

3. Heat the rice according to its packet instructions.

4. Combine, season and divide between two bowls. Adjust portions for your actual packet size and needs.

Need to buy: nothing

The ingredients are fictional practice inputs. The agent prepares the recipe; it has not cooked dinner, shopped or verified an exact cooking time.

Pick the job you need

Use one mission at a time. Fill in the brackets with ordinary details or make up a practice situation.

02 Life Admin

Life Admin mission. I am putting off [ordinary task]. The facts I know are [facts]. Give me the smallest useful next step and a short editable message or checklist I can use now. Keep unknown policies, fees, deadlines and account details as questions or placeholders. Do not make a commitment, contact anyone or change an account. Tell me what I should verify before acting.

Unsent example: "Hi, I would like to return the headphones from order [order number]. Could you confirm the return instructions, any label or authorization needed, shipping cost and deadline? Thank you." Verify the recipient and policy before adding real details.

03 Home Reset

Home Reset mission. I have [time] to make [room or area] less annoying. The specific problem is [description]. Give me a short sequence using what I already own, with a clear stopping point. Prioritize one usable space. No shopping, full-room makeover or deep-clean project. Keep it safe for my stated situation and leave hazardous jobs out. If time shrinks, remove steps rather than squeezing them in.

Example: five minutes grouping dishes, five washing what you need next, five clearing one counter. Then stop. Adjust to your space; do not mix cleaning products.

04 Tomorrow Planner

Tomorrow Planner mission. I am planning [local day/date]. I have [free time] and [energy]. My loose ends are [list]. The real deadlines are [known deadlines]. Make at most three outcomes fit the available time, with a concrete first action for each and a "Not this time" list. Then prepare one useful thing now: a packing list, checklist or editable draft. Flag facts that need checking. Do not book, send, purchase or schedule anything.

Example: a plan that keeps the approaching return deadline, gives dinner a real time block and leaves optional laundry and haircut booking for another day.

Daily Reset Prompt

Keep the setup. Refresh the day. Use this when you return, especially in a new conversation.

COPY THIS RESET

Use my Agent Setup below:
[Paste the Agent Setup Prompt or your saved preferences if this conversation does not already have them.]

Today is [local day/date]. I have [actual time] and [energy].
What got done: [short list].
What is still open: [short list].
What changed: [changes].

Recheck yesterday's assumptions. Choose at most three outcomes that fit today. Give me a concrete first action and a "Not this time" list. Prepare one useful thing now. If the plan is too big, cut something. Nothing should be sent, bought, booked or scheduled automatically.

Try the smaller version

New input: "I only have 15 minutes now, and dinner is already sorted. The return deadline is still Friday."

A useful revision keeps return preparation, removes dishes and leaves laundry and haircut parked. It does not squeeze the old 45-minute plan into 15 minutes or claim a return is complete.

Your first mission is ready when

- The result uses your actual preferences and constraints.
- You have the usable recipe, list or draft.
- It changes sensibly when the situation changes.
- You saved the setup and reset for next time.

No private records are needed. Keep real actions under your control. Memory and automatic reminders are separate features to verify.

Keep using the kit for free. Explore First Agent Club if you want feedback and help with the next workflow.
View the current First Agent Club membership