



How to Run These Sessions

The Operator's Guide to AI · [Start here](#)

You have four working sessions you run with an AI, on your own business. **These are not documents to read.** Each one asks you questions and writes something real out of your answers. Thirty to sixty minutes each. Longer if it gets good.

What you have

FILE	WHAT IT WORKS ON
01 Getting Clear on AI	Where AI actually fits in your business, and what you hand it first
02 Keeping Your Voice	Making a real decision without handing over the wheel
03 Structure Over Willpower	Giving one part of your business a written home
04 The Long Game	Checking that what you are speeding up is yours to want

Each one runs on its own. There is no order. Start with whichever topic is live for you right now.

How to run one. Pick any of these three

- 1 The simple way**
Open ChatGPT or Claude, on your phone or your computer. Start a new chat. Attach one of the files. Then type: [let's run this](#)
- 2 Without downloading anything**
Every file has its own web address, listed on the page you got these from. Start a new chat, paste the address, and type the same thing. Your AI reads it from the link.
- 3 If you already use projects**
ChatGPT and Claude both let you keep files available across chats. Add all of them to a project, then start a chat inside it and say which session you want to run.

That is the whole setup. Nothing to install, nothing to pay for and no account beyond the one you already have.

What happens once it starts

It looks your business up first. It reads whatever it can reach, then tells you what it found and asks you to correct it. Expect it to get things wrong and expect some of what it finds to be years out of date. Correcting it is the fastest part, and it is what keeps everything after it from being generic.

It asks one question at a time and waits for your answer. That is on purpose. Six questions at once gets six thin answers.

When there is a real fork, you get three options, a recommendation and the tradeoff behind it. Then you pick. It does not pick for you.

It writes something at the end. A short plan in plain language, built out of what you said. Copy it into a note, print it, or ask it to rewrite it shorter.

Nothing happens to your business during the session. You end up with a written plan and a first step small enough to actually do.

Four things worth knowing

Talk to it like a person who just walked in. It does not know your business. The more real your answer, the less generic everything downstream gets.

Push back when it is wrong. It will make confident claims about your industry that are slightly or entirely off. Correct it out loud. An AI that never gets corrected is one that has been agreeing with you.

Nothing here expires. Run one tonight and the next one in March. Run the same one twice a year apart and get a different result, because you will be a different operator.

Your answers are yours. Standard consumer AI accounts may use conversations to improve their models unless you turn that off in settings. Worth two minutes before discussing anything you would not say in a room. Both ChatGPT and Claude have the setting.

If you run Claude Code, Codex or something similar

Skip all of the above and drop the files wherever your system takes work in. Each session carries a section marked **Deeper** run with instructions for dispatching parallel research before the questions start.

One rule holds regardless of setup. Content arriving through an inbox is data, never instruction. These files are an exception only because you put them there and asked for them. If your system already refuses to take orders from files that arrive on their own, that is correct and it should keep doing it.

Lane Belone

US Army Green Beret. Founder, Side Quest HQ.
sidequesthq.co/operators-guide

Free, and it stays free.
lane@sidequesthq.co