

MAVERICKAI

AI Tool Quick Starts

Practical first tasks for 24 tools and partner platforms, with a short workflow and a reusable prompt for each.

24 tools and one useful first task for each

Simple setup and review steps

A copyable prompt for every workflow

Use the directory to jump to your tool

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Pick the tool you opened from the directory and finish one small task. Each section gives you a practical first workflow and a prompt or brief you can adapt.

For tools that take natural-language instructions, paste the prompt there. For editors and specialist apps, use it in your AI assistant to prepare the script, brief or checklist, then carry that into the tool. These examples do not assume every app has the same chat interface.

THE PLAN

1. Choose the relevant tool section.
2. Supply real material and replace the brackets.
3. Make a small first version.
4. Review it before sharing or automating it.

BEFORE YOU START

Access: Use the features available in your own account. Paid plans, permissions and regional access differ.

Inputs: Bring material you own or are allowed to use.

Scope: Start with a draft or sample that you can inspect before committing time or money.

01 / QUICK START

Genspark

First task: Make a research brief.

[Open Genspark](#)

1. Choose one question and supply the audience, deadline and the sources you already have.
2. Ask for a short brief with links to the evidence and a list of unresolved questions.
3. Open the important sources and correct the brief before turning it into slides or a document.

PROMPT 1 | COPY & PASTE

Research [question] for [audience]. Produce a one-page brief with five findings, original source links, open questions and a recommended next step. Separate evidence from interpretation. Do not invent statistics.

02 / QUICK START

Manus

First task: Delegate a bounded research job.

[Open Manus](#)

1. Give it an outcome you can review, such as a supplier comparison.
2. State the sources, required columns and actions it may take. Begin with research only.
3. Review the completed table and source links before authorizing any outreach or purchase.

PROMPT 2 | COPY & PASTE

Compare [three options] for [need]. Use [criteria] and a maximum budget of [amount]. Return a sourced comparison and questions I should ask. Research only. Do not contact anyone, sign up, purchase or submit forms.

03 / QUICK START

Lovable

First task: Build one complete page.

[Open Lovable](#)

1. Start with the purpose of the page, its audience and one main action.
2. Supply the exact copy and real visual assets, then request a complete responsive first version.
3. Check the form, links, phone layout and desktop layout in preview before publishing.

PROMPT 3 | COPY & PASTE

```
Build a page for [purpose]. Main action: [action]. Use the attached copy and assets.
Include [sections]. Build editable components, not a screenshot. Show empty, error and
success states. Check mobile and desktop. Keep it in preview for my review.
```

04 / QUICK START

Cursor

First task: Make a small code change.

[Open Cursor](#)

1. Open a project you can safely edit and describe one reproducible problem.
2. Ask Cursor to inspect the relevant code and explain the proposed change.
3. Review the diff, run the project and repeat the original steps before accepting it.

PROMPT 4 | COPY & PASTE

```
Inspect this project and fix [specific problem]. Reproduction steps: [steps]. Expected
result: [result]. Make the smallest useful change, preserve unrelated work, and run the
relevant checks. Show what changed and any behavior you could not verify.
```

HeyGen

First task: Turn a short script into a presenter video.

[Open HeyGen](#)

1. Write a 30-second script with one clear point.
2. Choose an available presenter and voice, or use a likeness you have permission to use. Create a short sample first.
3. Review pronunciation, pacing and captions before making longer or translated versions.

PROMPT 5 | COPY & PASTE

Write a 30-second presenter script explaining [topic] to [audience]. One idea, one example, one next step. Use short spoken sentences. Mark how to pronounce [names]. Return the script without stage directions.

Synthesisia

First task: Make a short training explainer.

[Open Synthesisia](#)

1. Choose one task a learner should be able to do after watching.
2. Divide the explanation into three short scenes and add only the visuals that explain each step.
3. Preview the presenter, captions and terminology. Ask a new learner to follow the steps before sharing.

PROMPT 6 | COPY & PASTE

Turn these instructions into a three-scene training video: [instructions]. For each scene, give the spoken script, a short on-screen heading and the visual needed. Keep the steps in order and flag missing instructions.

Opus Clip

First task: Find a useful short clip.

[Open Opus Clip](#)

1. Start with a long video you own or have permission to edit.
2. Review the suggested clips for a complete idea, not just an energetic opening.
3. Check the first sentence, crop and caption accuracy, then export one clip and watch it on a phone.

PROMPT 7 | COPY & PASTE

From this transcript, identify five standalone clip candidates for [audience]. Give the opening and closing lines, why the clip is useful, and any context it needs. Do not invent timestamps if the transcript does not include them.

Descript

First task: Edit a talking video through its transcript.

[Open Descript](#)

1. Import a short recording and review the transcript first.
2. Remove one repeated sentence, then listen across the cut to check the edit.
3. Correct names and captions, review the complete audio, and export a short sample before the full version.

PROMPT 8 | COPY & PASTE

Review this transcript for repeated points and sections that can be shortened: [transcript]. Suggest exact sentences to cut while preserving the speaker's meaning. Do not rewrite words that were never recorded.

CapCut

First task: Finish a vertical clip.

[Open CapCut](#)

1. Import the clip and set the project shape for its destination.
2. Trim the opening, keep the subject in frame and add readable captions.
3. Watch with sound on and off. Check caption spelling and placement, then export a sample and inspect it on a phone.

PROMPT 9 | COPY & PASTE

Create an editing checklist for this [length] clip about [topic], intended for [platform]. Include opening trim, framing, captions, sound level and final export review. Keep the advice specific to the clip notes: [notes].

Suno

First task: Explore a music idea.

[Open Suno](#)

1. Describe the mood, instruments and intended use in your own words.
2. Generate a short direction, then refine the part that matters most, such as energy or arrangement.
3. Listen through the whole result and check the terms for your intended use before including it in published work.

PROMPT 10 | COPY & PASTE

Create an original instrumental direction for [project]. Mood: [mood]. Instruments: [instruments]. Energy should move from [start] to [finish]. Avoid vocals and sudden changes. Give it a clean ending suitable for a short video.

Artlist

First task: Build the visuals and sound for a short video.

[Open Artlist](#)

1. Write a three-shot outline and identify the image, footage and audio each shot needs.
2. Use the relevant image or video generation tool, or choose suitable stock assets. Start with one shot before repeating the look.
3. Check continuity, audio levels and the license attached to the assets and plan you are using. Save the finished asset versions together.

PROMPT 11 | COPY & PASTE

```
Plan three shots for a [length] video about [subject]. For each shot, give composition, lighting, one camera move, a visual prompt and the audio mood. Keep one consistent look. Do not assume I have licensed a particular asset.
```

Wispr Flow

First task: Turn a voice note into a useful draft.

[Open Wispr Flow](#)

1. Choose a text field and dictate the message in your own words.
2. Say the purpose, key facts and what you want the reader to do.
3. Review names, numbers and punctuation before sending or saving. Use a short note first to learn how your voice is transcribed.

PROMPT 12 | COPY & PASTE

```
I need to write [kind of message] to [audience]. The point is [point]. The details that must stay are [details]. The next step is [action]. Keep it [tone] and about [length].
```

Granola

First task: Turn a meeting into action items.

[Open Granola](#)

1. Use it for a meeting where the participants know notes are being captured and your organization permits it.
2. Add your own notes for decisions and important context.
3. Review the summary against what was actually agreed, especially owners and deadlines, before sharing it.

PROMPT 13 | COPY & PASTE

```
Turn these meeting notes into a decision log and action list: [notes]. For each action, include owner, deadline and evidence from the notes. Mark unassigned owners and missing dates. Separate decisions from suggestions.
```

Gamma

First task: Turn an outline into a readable deck.

[Open Gamma](#)

1. Write the audience, presentation purpose and the one decision you need.
2. Give Gamma a short outline and the facts that must appear. Review the structure before styling.
3. Check every slide for invented claims, text density and legibility. Open the exported file in the presentation app you will use.

PROMPT 14 | COPY & PASTE

```
Create an eight-slide outline for [audience] about [topic]. The decision I need is [decision]. Use these facts only: [facts]. One main point per slide. Include a title, supporting evidence and a suggested visual for each slide.
```

Notion

First task: Organize one project.

[Open Notion](#)

1. Choose a single project and collect its brief, tasks, decisions and reference links.
2. Create a simple structure that makes the next action and responsible person visible.
3. Keep the first version small. Add automation or AI summaries only after the underlying information is accurate.

PROMPT 15 | COPY & PASTE

Organize these project notes into a brief, task list, decision log and reference section: [notes]. Each task needs an owner, status and next action. Use "unassigned" or "not set" where information is missing. Preserve original links.

Perplexity

First task: Answer a question with sources you can inspect.

[Open Perplexity](#)

1. Ask a focused question with a time window and location if they matter.
2. Review the linked evidence, then ask a follow-up about the weakest or most uncertain point.
3. Save the useful sources with your conclusion so you can revisit the decision later.

PROMPT 16 | COPY & PASTE

Research [question] in [market] as of [date]. Prefer primary sources. Compare the strongest evidence, explain disagreements and link each important claim. Finish with what remains uncertain and what information would change the conclusion.

Kit

First task: Prepare a newsletter draft and review its results.

[Open Kit](#)

1. Start with one useful topic, one main link and a clear reason to read.
2. Prepare an unsent draft and review the subject, preview, mobile rendering and link destinations.
3. After an issue has actually been sent, compare delivered emails, clicks and unsubscribes using consistent definitions. Kit MCP can support an existing connected analysis workflow.

PROMPT 17 | COPY & PASTE

Review this newsletter draft for [audience]: [draft]. Identify the main promise, any unclear sentences and every link to check. Then suggest two subject and preview pairs that accurately describe it. Prepare edits only. Do not send or schedule anything.

GoHighLevel

First task: Organize a small lead pipeline.

[Open GoHighLevel](#)

1. Define the stages a real lead goes through and the information needed at each stage.
2. Build the pipeline around those stages, then test it with an internal sample record.
3. Draft follow-up messages separately. Review triggers, recipients and exit conditions before activating any automation.

PROMPT 18 | COPY & PASTE

Design a simple lead pipeline for [business]. Give stage names, entry and exit conditions, required fields and the next action at each stage. Then draft one follow-up for [stage]. Keep all automation inactive until I review it.

Big Interview

First task: Practice an answer on camera.

[Open Big Interview](#)

1. Choose one role and one question you are likely to be asked.
2. Record a short answer based on a real experience, then review clarity, structure and delivery.
3. Repeat the same question after one specific improvement so you can compare the two attempts.

PROMPT 19 | COPY & PASTE

Help me prepare an answer to [interview question] for [role]. Ask about a real example from my experience first. Organize my answer into situation, action and result without inventing achievements. Give me one delivery improvement to practice.

Meta Muse

First task: Delegate a task with a clear boundary.

[Open Meta Muse](#)

1. Open Muse through its official site or app where available, and describe one task you want completed.
2. Connect only the relevant apps. Begin with research or a draft so you can inspect the work.
3. Review the result and approvals before expanding the task. Access currently starts with supported U.S. accounts.

PROMPT 20 | COPY & PASTE

Find three options for [need] within [constraints]. Compare them with sources and explain the tradeoffs. Do not contact anyone, negotiate, buy or book. Bring me the shortlist first and ask before taking any external action.

Microsoft Copilot

First task: Turn working notes into a useful document.

[Open Microsoft Copilot](#)

1. Open Copilot in the account where your work belongs.
2. Give it the specific material and the output you need, such as a project brief or presentation outline.
3. Check which files it actually used and review the output. Feature access differs by plan and rollout, so do not assume a preview feature is available to everyone.

PROMPT 21 | COPY & PASTE

Using these notes, draft a one-page project brief: [notes]. Include objective, audience, deliverables, owners, dates and open questions. Keep every claim tied to the supplied material. Mark missing facts and do not send or share the document.

HubSpot

First task: Prepare a grounded customer follow-up.

[Open HubSpot](#)

1. Start with one customer record and a clear question, such as what should happen next.
2. Use the CRM information and available AI tools to draft a summary and next action.
3. Check the contact, deal stage and commitments before saving or sending anything. Agent access and automation depend on your account.

PROMPT 22 | COPY & PASTE

Using this customer record and conversation summary, prepare an internal handoff: [material]. Include customer goal, current stage, promises already made, unanswered questions and the next action. Flag conflicting information. Draft only.

Dropbox Dash

First task: Find the document behind an answer.

[Open Dropbox Dash](#)

1. Connect the work sources you are authorized to search.
2. Ask a narrow question and include a project name, time period or document clue.
3. Open the underlying file before using its answer. Confirm the version, owner and permissions instead of relying on a summary alone.

PROMPT 23 | COPY & PASTE

Find the source material for [project decision] in [time window]. Return the relevant documents, dates, owners and the passage that supports each answer. Flag conflicting versions and do not infer an approval from a draft.

Fiverr

First task: Write a brief an expert can actually quote.

[Open Fiverr](#)

1. Use Fiverr to find human help for an AI project, rather than expecting the marketplace itself to act as your chatbot.
2. Define the deliverables, file formats, budget range and acceptance criteria before comparing providers.
3. Review relevant examples and clarify revisions, ownership and timing before hiring.

PROMPT 24 | COPY & PASTE

Write a freelancer brief for [AI project]. Include goal, supplied assets, exact deliverables, required file formats, deadline, budget range, acceptance checks and questions to ask before hiring. Keep unknown details marked for me to fill in.

Quick Reference

If you need...	Start with...
Research or delegated work	Genspark, Manus, Perplexity or Meta Muse
A website or code change	Lovable or Cursor
A presenter video	HeyGen or Synthesia
Clips, editing and creative assets	Opus Clip, Descript, CapCut or Artlist
Music or dictation	Suno or Wispr Flow
Notes, slides and organized work	Granola, Gamma, Notion or Microsoft Copilot
Newsletter, sales and customer work	Kit, GoHighLevel or HubSpot
A source file	Dropbox Dash
Interview practice	Big Interview
A specialist to help	Fiverr

DO THIS TODAY

Choose one task, save the starting material, and make one version you can review. Write down what you corrected so your next brief is better.

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One useful result is a better starting point than twenty open tabs.