

Printable Workbook

Blank worksheets for moving from one safe workflow into context cards, project specs, build plans, tests, owner gates, and weekly updates.

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Printable Workbook

AI for the People — Printable Workbook

Use this beside the free book. Print it, duplicate it, or keep it as a notes file.

Before you paste anything into an AI tool: use placeholders for names and private details. Do not paste passwords, API keys, 2FA codes, recovery codes, private tokens, card details, medical records, legal documents requiring advice, regulated financial records, customer data, or sensitive account access.

Worksheet 1 — Pick one workflow

- The task I repeat:
- The outcome I want:
- The AI tool I will use:
- Why this task is safe to test:
- What I will not paste:

Worksheet 2 — Inputs and outputs

- Input I will give the AI:
- Output I want back:
- Format I want:

- Length I want:
- Examples I can safely share:
- Sensitive details I will replace with placeholders:

Worksheet 3 — Context card

My AI Context Profile

Last refreshed:

Current season

What I am working on

What I want help with

How I prefer responses

Tone:

Length:

Structure:

Do / don't:

Current priorities

- 1.
- 2.
- 3.

Constraints

- time:
- energy:
- tools:
- boundaries:

Things to avoid

Decisions I own

The AI may help me think, but I decide and approve actions.

Worksheet 4 — Owner gates

Check every box before acting:

- This does not touch money, payments, subscriptions, invoices, or purchases.

- This does not touch accounts, logins, settings, providers, passwords, tokens, or 2FA.
- This does not send, post, publish, email, DM, or comment externally.
- This does not delete, deploy, change code, change DNS, or alter infrastructure.
- This does not make medical, legal, financial, tax, clinical, crisis, or guaranteed-outcome claims.
- I understand what will happen.
- I am comfortable owning the result.

If any box fails, mark HOLD.

Worksheet 5 — Three-test log

Test	Input used	Output quality	Risk flagged?	Update needed
1				
2				
3				

Worksheet 6 — Seven-day routine

Day 1: choose one workflow and write the desired outcome. Notes:

Day 2: create the context card and red-line list. Notes:

Day 3: run Capture or Research on one real input. Notes:

Day 4: run Draft and add a review checklist. Notes:

Day 5: run Review and improve the instructions from what failed. Notes:

Day 6: test three examples and log differences. Notes:

Day 7: decide keep, simplify, change, or stop. Notes:

Worksheet 7 — Weekly self-update

- What changed this week?
 - What should update in my context card?
 - Which goals or assumptions are stale?
 - Which prompt needs a better instruction?
 - What red line needs to be clearer?
 - What is one next-week routine?
 - What should I stop adding for now?
-
-

Important boundary

DWAI shares practical AI and AI-developer-path resources for thinking, drafting, organizing, researching, reviewing, learning, coding, debugging, testing, building small AI apps, and shipping owner-controlled projects. This is not therapy, counselling, diagnosis, ADHD or addiction treatment, medical advice, legal advice, financial advice, tax advice, crisis support, regulated professional advice, or a guarantee of clarity, productivity, income, saved time, business results, jobs, clients, or any personal outcome. AI outputs are drafts. The owner approves risky action.

How to use this download

Use this resource for: Blank worksheets for moving from one safe workflow into context cards, project specs, build plans, tests, owner gates, and weekly updates.

- If you are new, start with the 20-Minute AI Starter Workflow, then use the full book and workbook as your main path.
- Keep the Owner Approval Checklist nearby before acting on anything risky.
- Use PDF for reading/printing, HTML for browser reading, and Markdown/TXT for AI study sources where available.
- Treat AI outputs as drafts. Use PASS / HOLD before money, accounts, public posts, deletes, deploys, customer/private data, code changes, or regulated claims.

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5. Check NotebookLM's answer against the source citations before acting. AI study aids are drafts, not owner approval.

Do **not** upload completed workbook pages, context cards, customer/private data, private business records, passwords, API keys, 2FA or recovery codes, medical, legal, financial, tax, crisis, or sensitive personal details unless you have intentionally replaced them with placeholders and accept the tool's data terms.

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