

Operator's Field Manual & Detailed User Guide

A 3-Step Pipeline to Capture, Validate, and Create High-Fidelity B2B Strategic Assets

1. System Architecture & Core Philosophy

Traditional client onboarding processes are slow, tedious, and prone to dilution. When business owners fill out forms, they often provide brief, sanitized, or generic responses. However, when they speak, they use rich trade language, express clear professional goals, and reveal real-world experiences. The **Voice-DNA System** is an advanced client-side framework designed to capture this organic brand language once and use it to power massive libraries of customized AI prompts. By eliminating the repetitive task of training artificial intelligence on your company's background, this workflow solves the 'understanding lag' inherent in standard AI interactions, delivering ~99% first-pass quality and reclaiming up to 8.75 hours of manual writing per week.

The Three-Step Pipeline Overview

Stage	Focus & Core Activity	Core Outputs
Step 1: CAPTURE Voice Onboarding Tool	Capture raw, authentic client insights and brand personality using Google Gemini Voice Mode across 4 distinct business vectors.	4 Structured raw text files containing human transcripts and parsable JSON machine data blocks.
Step 2: VALIDATE Tri-Backlog Resolver	Identify and resolve open strategic questions, factual metric lookups, and deep sector research to build a validated strategic moat.	One consolidated, fully-verified Level 2 Context file (<code>_Level2.txt</code>) ready for downstream prompting.
Step 3: CREATE Super AI Prompt Creator	Bind the validated Level 2 context payload directly to 5 built-in strategic templates or 1,500 industry-specific prompt packs.	Execution-ready, hyper-personalized prompts that instantly generate perfect B2B business and marketing deliverables.

The Two-Tier Context System

To build a bulletproof business profile ready to feed massive prompt libraries, the onboarding workflow operates on two distinct speeds:

Tier 1 (High-Velocity Discovery): Captures what the client knows off the top of their head in a frictionless, 30-minute natural audio exchange using Tool 1.

Tier 2 (Precision Market Intelligence): Captures hard market parameters, regulatory compliance baselines, and complex industry matrices that require deep research and strategic decisions using Tool 2.

THE CORE CONTEXT AXIOM: Downstream AI prompt packs output vague, generic, or robotic 'placeholder slop' when forced to work with shallow background data. By feeding them the compiled Level 2 Context payload—which carries forward the complete Level 1 DNA profile alongside every resolved decision—every prompt in your 1,500 library instantly outputs hyper-personalized, execution-ready B2B assets on the first run with absolute precision.

TOOL 1: VOICE ONBOARDING SYSTEM

2. CAPTURE — Voice-First Client Onboarding Tool

The **Voice-First Onboarding Tool** (hosted at expertaiprompts.info/voiceonboardingtool/) is designed to capture organic client language. By using real-time spoken conversation instead of forms, it extracts the client's actual trade terminology and authentic professional voice. This client-side web workspace pairs with Google Gemini's voice interface (smartphone or desktop) to chain four strategic business vectors.

The 4-Stage Context Chaining Pipeline

Stage	Primary Discovery Focus	Downstream Alignment & Chaining Impact
Stage 1: Who Am I (PVP)	Richard Nelson Bolles 7-Dimension Parachute: Transferable Skills, Target People, Ideal Conditions, Specialized Knowledges, Target Geography, Salary/Financial Goals, and Core Purpose.	Establishes owner's personal context layer. Powers personal bio sheets, resume, and professional growth roadmaps.
Stage 2: Customer Persona	Deep customer profile (the 'Warren Profile') covering demographics, core responsibilities, primary needs, daily pain points, selection criteria, and buying triggers or objections.	Drives client-centric copywriting, target client prospect lists, B2B procurement outreach, and commercial pitches.
Stage 3: Value Proposition	5 Core Proof Questions: Measurable Client Results, Pre-Purchase Objection Removals, BBQ Referral Vocabulary, Time-to-First-Value, and Unreplicable Business Moats.	Generates high-converting StoryBrand hooks, landing page CTAs, and tender-ready capability statements.
Stage 4: Brand Identity	Verbal and visual guardrails: Industry negatives to avoid (for authenticity), 3-word personality, homepage emotional hook, and visual theme briefs (e.g., Orange/Steel/Navy).	Provides guidelines for creative designers and copywriters. Establishes verbal 'We Sound Like / We Don't Sound Like' guardrails.

Google Gemini Voice Interface Guide

Action Icon	Visual Description	Operator Protocol & Action
1. Start Voice Input	Microphone Icon inside bottom right of prompt chat input field.	Tap the microphone icon once. A glowing soundwave animation appears, signaling that Gemini is actively listening and transcribing voice.
2. Stop / Pause	Square or double-bar Red Stop/Pause button.	Tap this to pause transcribing. Use this to let the client think, review notes, or address on-site interruptions.
3. Submit Transcript	Blue Circular Up Arrow (paper plane) to the right of input field.	Tap this icon to officially submit the transcribed voice answers. Gemini will process the context and immediately ask the next question.
4. Copy Full Results	Double-Document Copy Icon beneath Gemini's final response text block.	Tap the Copy icon to copy the entire response (including markdown, JSON, and the Tri-Backlogs) to the clipboard and paste it in the web companion app.

HTML5 LOCAL STORAGE & DATA SECURITY COMPLIANCE: *The web app automatically saves all text input locally in the user's browser. If the page is accidentally closed, refreshed, or your battery dies, no progress is lost—simply reopen the page in the same browser. However, because data is stored in the browser, **always click the red 'Clear All Data' button** before starting a session for a NEW client to protect confidentiality and prepare the workspace for a fresh run.*

TOOL 2: TRI-BACKLOG RESOLVER WORKSPACE

3. VALIDATE — Tri-Backlog Resolver

The **Level 2 Tri-Backlog Resolver Workspace** (hosted at expertaiprompts.info/tri-backlog-resolver/) is the tactical workstation where an operator systematically resolves every outstanding information gap. While a standard client onboarding interview captures raw ideas, advanced business strategies are won on validated data, compliance baselines, and resolved strategic trade-offs. The resolver closes these information gaps across three modules, compiling everything into a verified Level 2 strategic asset.

The Three Backlog Resolver Modules & Protocols

- Module A: Outstanding Personal Decisions** — Solves subjective business trade-offs, pricing models, and scaling boundaries. The system generates a custom-tailored decision-consulting prompt. The operator pastes this into Gemini to conduct a SWOT (Pros/Cons) analysis, pastes the SWOT results back, and synthesizes a final one-sentence decision to lock in.
- Module B: Batch Factual Metric Lookups** — Extracts all verifiable, quick Google questions (e.g., local business registration, regional tenders, active rules) into a single high-efficiency search query. Pasting raw results back generates interactive **Insight Cards** that glow emerald for inclusion or fade for exclusion.
- Module C: The Deep Sector Research Protocol** — Addresses complex market trends, competitor positioning, and compliance frameworks (e.g., ISO compliance, regional cycles). Prompts run in background browser tabs (allowing up to 10 minutes of background computing time across Gemini, ChatGPT, or Qwen). Operators save the full report locally as a permanent archival file, then paste it back to generate exactly three (3) highly tactical summary bullet points.

Resolver Workflow & Background Processing Matrix

Backlog Module	Target AI Engine	Filing & Background Protocol
Module A: Personal Decisions	Google Gemini or ChatGPT-4o	Review client trade-offs. No local file archiving required. Active processing time is under 1 minute. Lock in decisions locally.
Module B: Quick Lookups	Google Gemini (with Live Search)	Combine all fact checks into 1 master search prompt. Run in a single pass. Toggle YES/NO cards. Active processing time is under 2 minutes.
Module C: Deep Research	Gemini, ChatGPT, or Qwen.ai	Allow up to 10 minutes of background computing. Operators must save the full research reports as separate files on local hard drives before summarizing.

The File Export Engine & Downstream Integration

- When you click 'Compile & Export Level 2 File', the resolver workspace operates on a strict **Parse, Preserve, Carry-Through, and Append** model:
- Machine Data Block Parsing:** Parses the Level 1 Machine Data Block JSON payload between the fences.
 - DNA Carry-Through:** Carries forward all original DNA and QA metadata without modification.
 - Preservation Barrier:** Preserves original transcripts and prompts verbatim.

- 4) **Level 2 Appending:** Appends three new sections: Section D (Resolved Decisions), Section E (Resolved Insights), and Section F (Resolved Research).
- 5) **Programmatic JSON Payload:** Compiles a beautifully structured Level2_Context JSON payload within a new MACHINE DATA BLOCK banner.
- 6) **Suffix Renaming:** Suffixes the filename with **_Level2.txt** and triggers an automatic browser download. Feed this file directly into Tool 3 to instantly personalize over 1,500 prompts.

TOOL 3: SUPER AI PROMPT CREATOR

4. CREATE — Super AI Prompt Creator

The **Super AI Prompt Creator** (hosted at expertaiprompts.info/super-ai-prompt-creator/) serves as the final integration stage of the Voice-DNA Pipeline. It binds your validated Business DNA directly into Structured Prompts, ensuring that downstream AI systems already know your business before they write a single word, achieving 99% first-pass quality.

The 4-Step Prompt Binding Workflow

- Step 1: Upload Your Business DNA** — Drag your four validated Level 2 exports into Module 1's cards. The workspace unlocks once all four parse successfully.
- Step 2: Choose or Import a Structured Prompt** — Click one of the 5 built-in templates, or paste any custom prompt into the 'Import Structured Prompt' box.
- Step 3: Bind Variables & QA Check** — Click 'Bind Variables' to automatically swap [BRACKET] placeholders for real-world DNA. The QA panel displays binding status (e.g., '17 / 17 variables bound') and flags any errors.
- Step 4: Build & Execute** — Copy the finished prompt or download it as a .prompt file. Execute in ChatGPT, Claude, or Gemini via direct workspace links.

The 5 Built-In Structured Prompts

Template Name	What It Produces from Your DNA
1. Business Model Canvas	A complete 9-box Osterwalder strategic snapshot (partners, value proposition, cost structure, and revenue streams) mapped directly to your customer persona and unreplicable moat.
2. Google Business Profile	A highly-optimized B2B local SEO package containing a 700-750 character SEO description, 5-10 services, 5 seeded customer Q&A pairs, and 10 ready-to-post weekly updates across 5 themes.
3. LinkedIn All-Star Profile	A comprehensive profile optimization suite including Headline, About section, Skills list, Featured content, Experience bullet points, a Recommendation Request, a Connection Request, and 3 launch posts.
4. LinkedIn Company Page	A company profile page including Tagline, About summary, Specialties, and 5 reusable post templates structured in a proven 70/20/10 content mix.
5. Customer Journey Funnel	A complete 5-stage funnel map (Awareness to Advocacy) featuring 25 targeted keywords, recommended content formats per stage, and 25 consolidated high-converting SEO headlines.

Scaling Operations with 30 Industry packs

- The same binding mechanism that powers built-in templates works on any prompt you import—including **Expert AI Prompts' catalog of 30 industry-specific packs**, each containing ~50 prompts (totaling 1,500 prompts). To prevent operational overwhelm, apply them across a structured four-phase roadmap:
- Phase 1 — Foundation:** Branding & Strategy, Coaching & Consulting packs to lock in brand positioning.
- Phase 2 — Get Found & Get Leads:** Copywriting & SEO, Marketing & Agencies to generate organic demand.
- Phase 3 — Content Engine:** Social Media, YouTube, TikTok, LinkedIn, and Podcast packs to scale social presence.

Phase 4 — Scale & Systemize: Startup, Freelance, Course Creation, and niche industry packs (Realtor, Etsy, Resumes).