

THE TRADIE'S GUIDE TO AI & CHATGPT

**BUY⁴
TRADIES**
STRONGER TOGETHER

IN PARTNERSHIP WITH



Tradie, wondering what the go is with AI and ChatGPT?

To be honest, I wasn't sure what all the fuss was about either—until I saw how AI could save me hours every week and help me run my trade business smarter. And I'm not just talking about some flashy tech buzzwords. I'm talking real, practical ways AI tools like ChatGPT can help you quote faster, write better ads, systemise your business, and even improve how you talk to customers.

At Buy4Tradies, our mission has always been about helping tradies save money and grow stronger businesses. But we know cutting costs is only part of the puzzle—you also need tools that save you time, because time is money. That's why we teamed up with the crew at Lifestyle Tradie to put together this no-BS guide to AI and ChatGPT.

Whether you're totally new to this or you've already dabbled, this guide will show you exactly how tradies across the country are using AI right now to work smarter, not harder. Think of it as your shortcut to getting more done in less time—without needing a tech degree. If you're ready to future-proof your trade business and get the edge on your competition, this is the place to start.



Andy Smith



In this AI guide

01 Demystifying AI



02 ChatGPT + Formula




03 AI Agents



04 Other AI Tools



05 What's Next?



**AI IS THE MASTER
TOOL IN YOUR
TRADIE TOOLBOX...
EVOLVING WITH
EVERY TASK AND
LEARNING NEW
WAYS TO WORK**

Demystifying AI for the Everyday Tradie

HEY THERE! IF YOU'RE READING THIS CHANCES ARE YOU'RE A TRADIE KEEN TO LEARN THE BENEFITS OF ARTIFICIAL INTELLIGENCE

Many trade business owners, just like you, have been dipping their toes into the AI waters. But let's be honest – when you're already flat out running jobs and keeping the business going, trying to figure out AI can feel like just another thing on the list. And with all the noise and options out there, it's easy to feel overwhelmed or not know where to start. Don't worry, though – we're here to cut through the clutter and shortcut your learning curve.

The good news? AI isn't some fancy tool just for tech experts or big corporations. It's practical, it's powerful, and it's built for tradies like you. Whether you're laying pipes, wiring houses, building decks, mowing lawns, or managing a team – AI can help take the load off. Think of it like a dependable mate on site who's handling your admin, quoting, follow-ups, and even your marketing, while you're getting on with the real work.

This guide is all about showing you how to use AI in your trade business, in plain English. No tech jargon, no fluff. Just smart, practical ways to save time, reduce admin headaches, and maybe even give you back some time for that fishing trip or arvo with the family.

WHAT EXACTLY IS AI?

AI stands for Artificial Intelligence, and in simple terms, it's technology designed to think and learn, so it can help you complete tasks faster and smarter. Unlike regular software, which just follows a set of fixed rules, AI can actually improve over time. The more it's used, the better it gets at understanding what you want and how to help.

This is because AI uses something called machine learning. It looks at patterns and learns from past information to give you better answers. In your trade business, that means AI can help with things like writing quotes, following up with customers, answering missed calls/overnight calls, booking jobs, managing your schedule, and creating marketing content – and it keeps getting smarter the more you use it.

You're probably already using AI every day without realising it. Google Maps working out the fastest route, Siri answering your questions, or your phone predicting what you're about to type, that's AI in action. What's changed now is that AI is advanced enough to give real support in your business, not just your personal life. In this guide, we'll show you exactly how to make the most of it, with no tech jargon and no complicated steps.

Progression of AI

1995-2003 INTERNET & SEARCH ENGINES

2001-2010 WEBSITES & E-COMMERCE 1.0

2007-2015 SMARTPHONES (MOBILE INTERNET)

2012-2022 SOCIAL MEDIA (YOUTUBE/PODCASTS)

2020-2022 E-COMMERCE 2.0 (COVID)

2023-2029 ARTIFICIAL INTELLIGENCE & AI AGENTS



SMART TRADIES USING AI

AI is only as powerful as the business it's plugged into

AI is only as powerful as the business it's plugged into. Just like having the latest tools won't magically make a dodgy tradie better at their job, slapping AI onto a broken business won't fix deep-rooted issues.

You can't scale chaos.


On the flip side, if you've got strong foundations, your workflow is dialed in, you've got structures in place, and systems running like clockwork, AI becomes a game-changer.

AI is Already Changing the Game for Smart Tradies

The Lifestyle Tradie members are already ahead of the curve. They've put in the work to get their businesses running like a well-oiled machine, which means when AI came knocking, they were ready to take full advantage.


From automating admin tasks to streamlining customer communication and speeding up quoting, AI is already saving them hours every week. Some are using AI-powered job management tools to eliminate double handling, while others are using AI-driven marketing to attract better-quality leads—without wasting cash on ads that don't convert.

This isn't some 'future tech' thing. It's happening right now.




Guy
I had to use it to write an operation manual for a sliding robe door -

11




Rachel
I use it to create monthly blogs and newsletters as well as those listed above. Couldn't live without it!

10




Natalie
Our boys love the AI tool in SM8 to improve their writing. I use ChatGPT to help with marketing and social media and sometimes for writing professional emails. AI tools within Canva to create social content is great too!

14




Mishi
We use ChatGPT for business and private Business:
Create social media posts
Respond to Google reviews
Write emails
Come up with tag line and slogans
Hello to find our values
Will use it for updating our website content.
Private:
Create 7 day meal plan
Create 6 day push/pull workouts
Create HIIT sessions
Create quotes for positive mindset and motivation

8




Sarah
We use Chat GPT for many of the above including replying to customer complaints, writing SOPs, position descriptions, policies, email regarding price increase, suggestions for staff downtime. ServiceM8 also has AI built into it to tidy up our team's notes.

10



Kerinne
Write emails: to tone down anger and frustration in correspondence with non paying clients

8



Bill
Procedures!

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LIFESTYLE TRADIE BUSINESS MODEL

HERE'S HOW YOUR BUSINESS SHOULD BE STRUCTURED



YOUR BUSINESS WITH AI, PLUGGED INTO SOLID MODEL



ChatGPT Quick Start Guide

✓ FIRST, READ THIS ..

Now that you've got a clearer understanding of what AI is and how it can help, it's tempting to jump straight in. But with so many tools and options out there, it's easy to get overwhelmed or waste time on things that aren't a good fit for your business.

That's why we've kept this simple. We've hand-picked the practical, easy-to-use tools that will actually make a difference in your trade business. Start by following these quick tips, and you'll be ready to use our super simple ChatGPT Prompting Formula to save time and get better results, fast.

Understand What ChatGPT Is

ChatGPT is a language model designed to understand and generate human-like text. Think of it like a super-smart assistant who's good with words and has a decent understanding of many topics.

- **Be Clear and Specific**
- **Define Your Objective**

Be clear about what you need. Is it help with drafting an email, creating an invoice, or getting some marketing ideas? The clearer you are, the better ChatGPT can assist you.

- **Provide Context**

Just like briefing an apprentice, give ChatGPT some background. If you're asking for help with a quote, mention the type of job, the materials needed, and any specific customer requests.

- **Use Conversational Language**

Talk like you would to a mate ... no need for fancy language. ChatGPT understands everyday speech. Feel free to use tradie jargon or slang - it can handle it.

- **Be Open to Tweaking and Refining**

Your first prompt might not give the perfect result. Don't hesitate to refine your question or provide more details. It's like fine-tuning a tool for the job.

- **Safety Reminder**

Keep it non-personal and don't input sensitive personal or business information. Keep your prompts about general tasks and queries.

Remember, ChatGPT is a tool - a very smart one, but a tool nonetheless. The better you get at using it, the more it'll help streamline your business, leaving you more time to focus on the real tradie work you love. So go on, give it a shot - you might just find it becomes your go-to for all those time-consuming admin tasks!

PROs + CONs of ChatGPT

PROS

- **Generate natural and consistent responses**

If you know how to use ChatGPT (or other AI language tools) properly, it allows for quick, accurate and consistent responses to customer inquiries, freeing up valuable time for on-the-job tasks.

- **Flexibility**

It adapts to multiple contexts and activities. Not only is it a chatbot platform, but it can create specific texts for different areas in your business, such HR, events, job management, marketing & even legal, IF you know how to use it well.

- **It understands and stores surrounding context**

ChatGPT stores every single interaction, so it can maintain a fluid conversation with the user without missing any detail of what is happening.

- **Fast and accurate response**

If you're not a writer, then no sweat. Simply set up your mobile with ChatGPT and ask all your questions with your voice instead of your fingers.

- **Ease of use**

ChatGPT is simple and easy to use for the everyday person. No major tech skills required.

CONS

- **Potentially low-value content + generic responses**

It's true that ChatGPT can help with content creation, but it doesn't mean that it will 100% replace your manpower. If given too basic prompts, it will generate responses that are too generic or that lacks customisation.

- **Over reliance on technology**

Relying heavily on ChatGPT for various aspects of your business operations could lead to challenges if there are system outages, updates, or changes in the AI's functionality, potentially disrupting business flow.

- **Data Privacy Concerns**

Caution is needed when sharing personal or business data with ChatGPT. There's a risk of data misuse if sensitive information is inadvertently shared, highlighting the importance of being mindful about the information inputted into the AI.

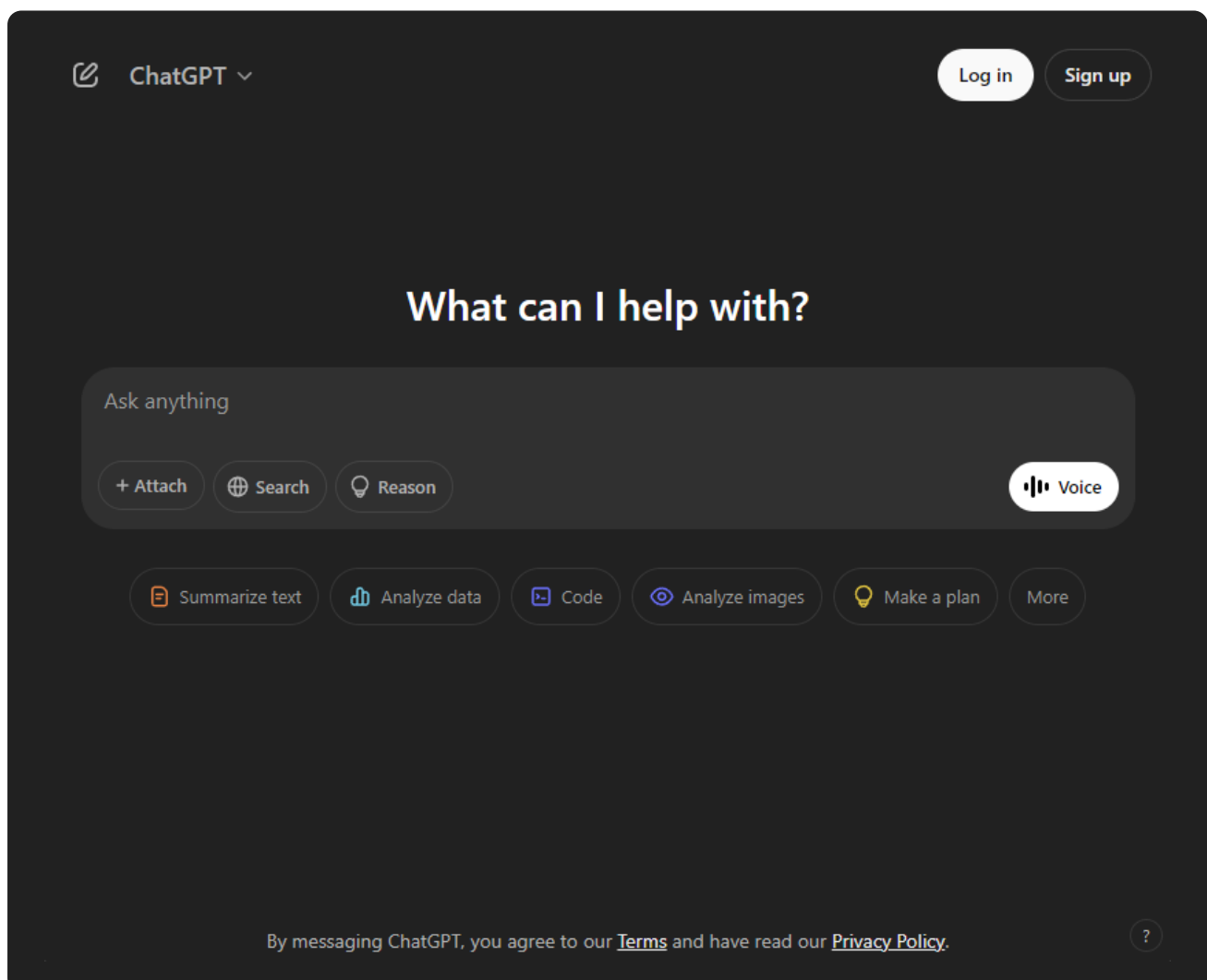
1. Generate natural and consistent responses

If you haven't already created your own ChatGPT account follow these steps.

- Go to www.ChatGPT.com
- Click on the "SIGN UP" button.
- Fill in your details and choose your account:
 - FREE \$0
 - ChatGPT-Plus USD\$20p/month
 - ChatGPT-Teams USD\$25p/month
 - ChatGPT-PRO USD\$200p/month

You can start with the free model, but if you find yourself using ChatGPT often, then we recommend upgrading to the Plus version.

Now you're in and ready to start using ChatGPT!



2. How To Use ChatGPT

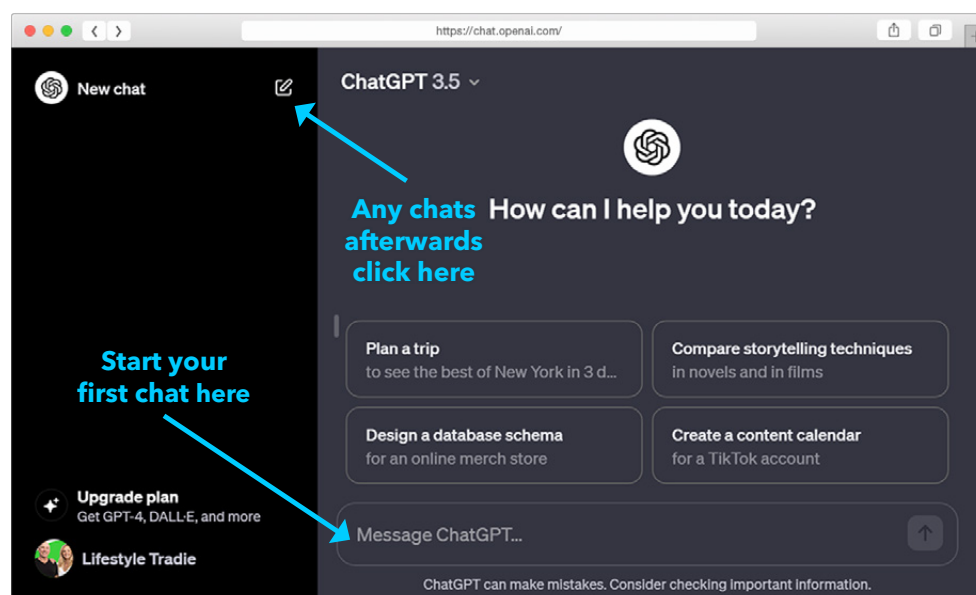
When you login ... you'll see the ChatGPT dashboard. To start your first chat, type in the chat box at the bottom of the page.

Whenever you want to start a new chat/topic/project, click NEW CHAT at the top of the page. Each new chat has its own "AI memory". so you can train ChatGPT for different tasks and projects.

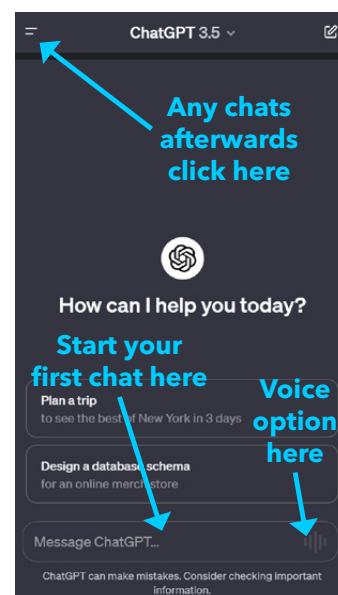
All your previous chats will form a list on the left hand side of the page and you can go back to them whenever you want. You can also rename these, so you can easily find them again.

When you're ready to start a new chat, simply type in a prompt and hit enter. You can then continue the conversation with more prompts, if needed to refine.

The more you chat with ChatGPT, the more it will understand what you're looking for and the better results you'll get. Have fun!



Desktop Version



Mobile Version

3. What Are 'Prompts' and How Do You Use Them

To use ChatGPT all you need to do is provide 'prompts' or instructions in the chat to guide ChatGPT to create the type of content you want.

It's just like a conversation with a real person, but here's what you MUST remember:

- The better information you give, and the better follow-up questions you ask if you need to refine your instructions ... the better the response you'll get.
- Better prompting comes with practice and the right prompts. We've provided a super helpful ChatGPT prompt formula on the next page to get you started the right way.

ChatGPT Simple Formula

✅ SIMPLE PROMPT FORMULA

Here's a simple Chat GPT formula to get you started on your AI journey.

[CONTEXT]+[SPECIFIC INFO]+[INTENT/GOAL]+[RESPONSE FORMAT]+[TONE]

Context: "I'm a social media manager for a landscaping company in Melbourne"

Specific Information: "trying to write some social media posts"

Intent/Goal: "Can you write me 5 interesting post ideas"

Response Format (if needed): "in a list and add emojis?"

Tone: Please write in a friendly tone.

TR

You

I'm a social media manager for a landscaping company in Melbourne trying to write some social media posts. Can you write me 5 interesting post ideas in a list and add emojis. Please write in a friendly tone.



ChatGPT

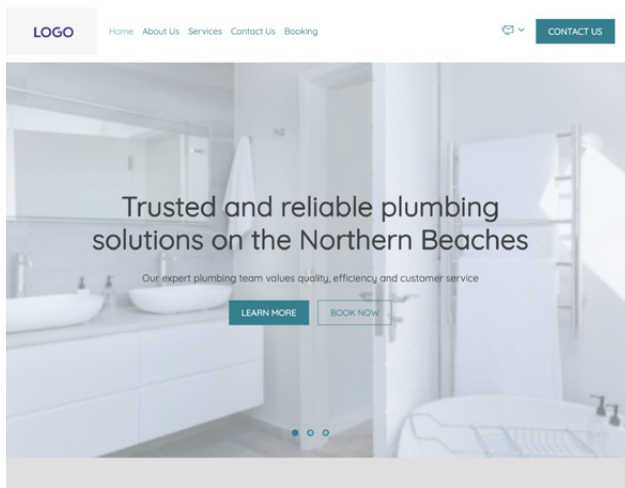
Absolutely, I'd be happy to help you craft some engaging social media posts for your landscaping company in Melbourne. Here are five post ideas, complete with emojis to add that friendly touch:

1. 🌱 "Transforming Spaces, One Garden at a Time! 🏡 Check out our latest backyard makeover in Melbourne. Swipe left to see the before and after! #MelbourneLandscaping #GardenMakeover"
2. 🌸 "Spring is in the air and so are fresh blooms! 🌞 Here's a sneak peek at our colorful spring collection. Which flowers are you adding to your garden this season? #SpringBlooms #MelbourneGardens"
3. 💧 "Water-wise Landscaping Tips! 💡 Save water and keep your garden lush with these easy-to-follow tips. Remember, every drop counts! #SustainableGardening #Melbourne"
4. 🌳 "Tree Planting Day! 🌲 Join us this weekend at [Local Park] as we plant new trees to beautify our community. Let's make Melbourne greener together! #CommunityEvent #PlantATree"
5. 🏡 "Behind the Scenes 📸: A day in the life of our landscaping team. From early morning designs to the final touches, we're passionate about creating beautiful outdoor spaces. #LandscapingLife #Melbourne"

These posts are designed to engage your audience with a mix of before-and-after transformations, seasonal themes, sustainability tips, community involvement, and behind-the-scenes glimpses into your team's work. Don't forget to use relevant hashtags to increase visibility! ✨

A man with a beard and short hair is smiling, looking slightly to the right. He is wearing a light-colored shirt. The background is dark and features a circuit board pattern on the left side. The text is overlaid in the center.

**WHAT OTHER
AI TOOLS WILL
HELP ME?**

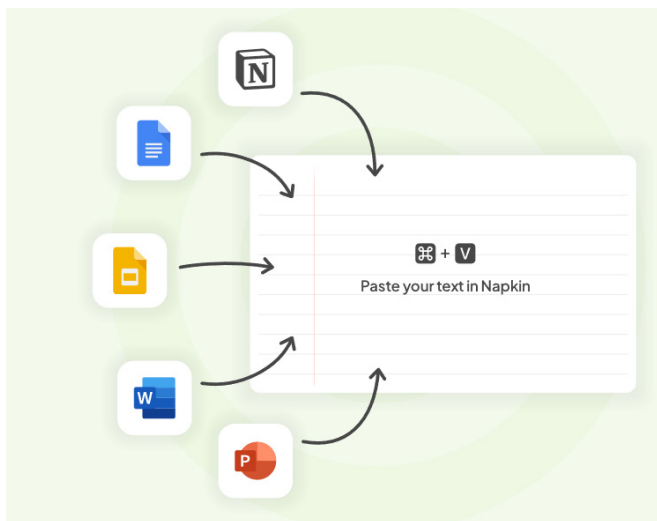
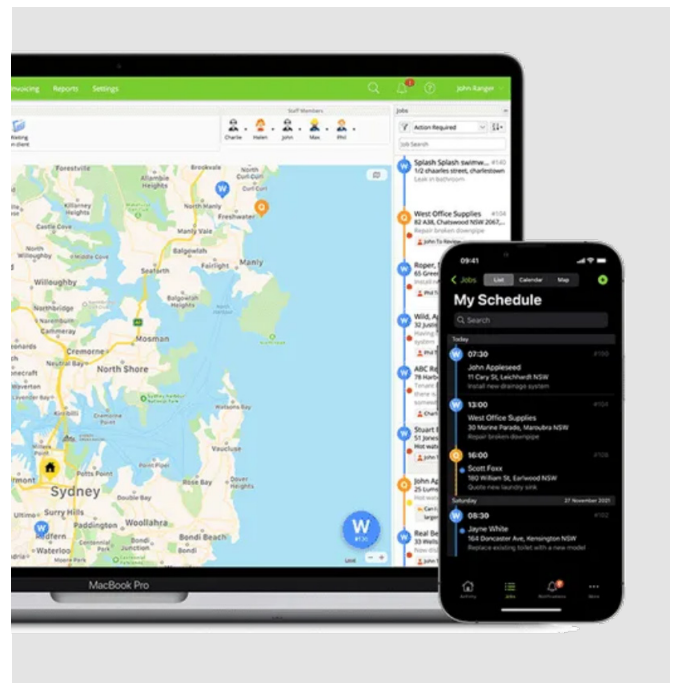


AI WEBSITE BUILDERS

AI website builders make building your own custom site so simple now! You can literally create business websites in minutes. For this example we used Hocoos and answered 8 quick questions to create this whole plumbing website in 15 minutes. We then used the AI editor to modify elements, such as the content, colours & images etc. We were able to build a modern design plumbing website that actually looks beautiful, so there's no excuse not to have your own business website anymore.

JOB MANAGEMENT SYSTEM

AI is starting to make serious waves in job management software—and it's only just getting started. Platforms like ServiceM8, AroFlo, Tradify, and Fergus are beginning to integrate AI tools to help streamline everyday tasks and boost productivity. From automatically generating job descriptions and professional emails to voice-activated job updates and smarter scheduling, these tools are saving tradies hours each week. Whether you're quoting, invoicing, or managing your team, AI is making job management systems faster, smarter and easier to use. Keep an eye out—this space is evolving quickly, and the best is yet to come.



NAPKIN AI

Napkin AI is an innovative tool that transforms your text into engaging visuals like diagrams, charts and images. For trade businesses, this means you can easily create professional-looking content for your credibility packs, websites, social media, or internal reports without needing design expertise. Input your text and Napkin AI will generate visuals that help enhance your brand & connect with your audience.



Sous Chef

I'll give you recipes based on the foods you love
and ingredients you have.

By ChatGPT

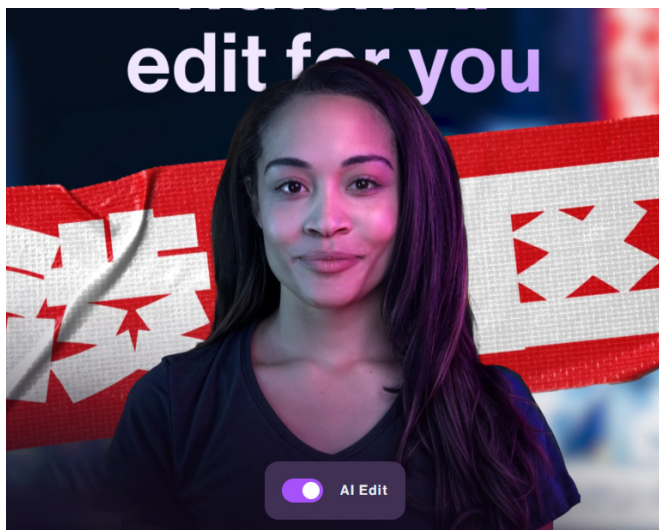
SOUS CHEF

This is more of a fun one! The A.I. tool Sous-Chef is a great resource for meal planning, as it can help you discover new meal ideas and recipes based on your preferences and dietary needs. It even has a prompt built in where you can take a picture of your fridge and it will come up with meal ideas for you based on the ingredients you have.

AI CHAT BOT

AI Chatbots are AI powered assistants for your website and your social media that works like a 24/7 employee answering customer enquiries in real time. 89% of customers say speed of response is one of the most important parts of customer service. Kabooyaa has an option that doesn't require any coding on your part and you can implement yourself. Use the code [buy4tradies2025](#) to receive a 10% discount off the monthly cost of Kabooyaa for the lifetime of your subscription.

kabooyaa*
we got yaa!



CAPTIONS AI VIDEO APP

Captions is an AI-powered video editing app that makes content creation easy for trade business owners. Its AI editor automatically adds graphics, zooms, music, effects, and motion backgrounds, just like a pro editor would. Now, you can create polished videos for your website or social media, without needing fancy editing skills.

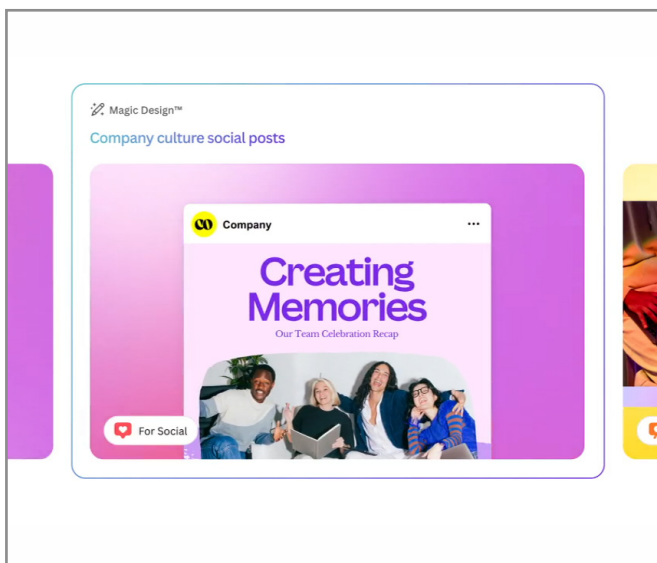


GPT

A Custom GPT is like having an app built just for specific tasks in your business. Instead of a one-size-fits-all AI, it's trained to handle specific tasks, like writing quotes, replying to customer inquiries, drafting invoices, or creating social media posts. Thousands are available for use within the GPT Store (inside the ChatGPT dashboard) OR you can build your own and customise it, using your business information. This will help you save time instead of inputting the same information over and over again.

Voice Agents

An AI Voice Agent is like a virtual receptionist that answers calls 24/7, handling bookings, customer questions, and filtering time-wasters—all in a natural Aussie voice. While these AI receptionists aren't perfect yet, they're improving fast. Available now in Kabooyaa, plumbers have already trialed them for after-hours calls, ensuring they never miss a job without being glued to the phone.



Canva Magic Studio

Canva is an online graphic design platform that is used to create social media graphics, ebooks, presentations and more. Within their platform they have A.I. tools such as Magic Write, Magic eraser, the AI-expansion tool and more. So, if you have an image you like, but you don't want something in the background, you can make it magically disappear. Or if you're writing a social media post, you can ask the magic write tool to 'make it more fun'.



WHAT ARE AI AGENTS?

AI AGENTS: THE NEXT BIG THING FOR TRADE BUSINESSES

AI Agents are about to change the game for trade businesses, just like apps did in the 2010s.

Back then, we started saying, *"There's an app for that."*

Now? We'll soon be saying, *"There's an AI Agent for that."*


These aren't just chatbots or virtual assistants. AI Agents are smart, independent digital workers that can learn, adapt, and complete tasks for you automatically—without you needing to micromanage them.

Let's break it down in simple, real-world terms so you can see how this works for a plumbing business or any trade.

WHAT ARE AI AGENTS? (DEFINITION & EXAMPLES)

According to Sam Altman (CEO of OpenAI):

"AI Agents are AI Systems that can do work for you independently. You give them a task, and they go off and do it."

A photograph of Sam Altman, CEO of OpenAI, speaking at a podium. He is wearing a grey sweater and has a microphone clipped to his shirt. He is gesturing with his right hand while holding a small object in his left hand. The background is dark and out of focus.

"AI Agents are AI Systems that can do work for you independently. You give them a task, and they go off and do it."

- Sam Altman (CEO of OpenAI)

WHAT ARE AI AGENTS? (EXAMPLES)

- **Think of them as digital assistants that don't just follow instructions—they take action.**
 - **Unlike traditional software, AI Agents don't just react—they learn, improve, and solve problems on their own.**
-

- **Example for a Plumber**

Let's say you get an after-hours call about a burst pipe. Instead of just recording a voicemail, an AI Voice Agent can answer in real-time, book the job, and send a confirmation text to the customer—without you lifting a finger.

- **Example for Business Admin**

An AI Admin Agent could track unpaid invoices, follow up with customers, and even send automated payment reminders, freeing up your time.

- **Example for Marketing**

An AI Marketing Agent could automatically create and schedule social media posts, write ad copy, and suggest promotions based on past customer trends.

THE AI AGENT SPECTRUM: FROM SIMPLE TO COMPLEX

Not all AI Agents are the same. They range from simple (helping with small tasks like writing an email) to complex (automating entire workflows).

SIMPLE AI AGENTS

- Writing a customer response email
- Sending invoice reminders
- Generating a quote based on job details

COMPLEX AI AGENTS

- Answering customer calls & booking jobs
- Managing marketing campaigns
- Running entire job workflows from inquiry to invoice

The more advanced AI Agents learn and improve over time, so they get better at understanding your business and taking tasks off your plate.

AI AGENTS vs. TRADITIONAL SOFTWARE: WHAT'S THE DIFFERENCE?

- **AI Agents = Proactive, Learning & Adapting**
 - **Traditional Software = Reactive & Doesn't Learn**
-

WANT TO LOVE YOUR BUSINESS AGAIN?



Hi, we're Andy and Angela Smith,
co-founders of Lifestyle Tradie and Dr. DRiP Plumbing.

We've been in your shoes.

From building a multimillion-dollar trade business to hitting rock bottom, we've faced the chaos of long hours, cash flow struggles, and constant bickering. But we found a way to turn it all around.

We created **Lifestyle Tradie**, an award-winning trade business coaching program and community, to help tradies like you regain control, time, and profit. Whether you're a plumber, builder, electrician, or any other trade, we offer proven systems and strategies that work.

Here's the thing: It's not about being the best tradie; it's about becoming a great business owner. If you're ready to reclaim your life and love your business again, let's get started.

As proud partners of Buy4Tradies, we're here to guide you to a better business and lifestyle. Together, we're committed to helping you succeed.

That's why we're inviting you to our **1-Day Live Event for Trade Business Owners, Stress Free Tradie**. This is your chance to learn the exact steps to systemise, scale, and succeed in your trade business—all in one day.

Andy & Angela Smith

Andy & Ange Smith

Proud Partners of
BUY4TRADIES
STRONGER TOGETHER

LISTEN TO...



This podcast is about having conversations on topics that matter to tradies, tradie wives, and partners who want to be better at business. You'll hear expert tips, step-by-step trade business strategies, insights and the occasional rant!



BOOK A 10 MINUTE GAMEPLAN CALL

Book in for a **FREE** Gameplan call, where we give you the clarity and direction needed to help you create the lifestyle and freedom you deserve.

BOOK NOW

www.lifestyletradie.com.au