



Codex Prompt Card

Five Prompts To Save

Use these prompts when you want Codex to help with real business work.

1. Inspect First

Inspect this material before building anything.

Goal:
[what I want]

Source:
[source material]

Tell me what is usable, what is missing, what risks matter, and what you recommend building first.

2. Build A One-Page Asset

Create a one-page asset from this material.

Audience:
[who it is for]

Purpose:

[what they should understand or do]

Keep it practical, clear, easy to scan, and based only on supported facts.

3. Turn A Task Into A Workflow

Turn this repeated task into a reusable workflow.

Include:

- trigger,
- inputs,
- steps,
- output,
- review checkpoint,
- what to do if information is missing.

4. Review For Risk

Review this before I share it.

Flag unclear claims, unsupported promises, privacy risks, missing steps, and confusing wording.

Give me the top 5 issues and safer replacements.

5. Create A Handoff

Create a handoff note.

Include:

- goal,
- files/assets created,
- what changed,
- what still needs review,
- next step,
- sensitive data boundaries.

One Rule

Do not use Codex only to make more ideas.

Use it to move one real business asset or workflow forward.

Built for Freedom with Codex