

AI Confidence Checklist



A Calm, Beginner-Friendly Guide to Using ChatGPT with Confidence

Provided by [Retire & RISE](#)

Want the Extended Version?

If a larger-print version would help, I can provide one with additional spacing and examples.

Simply [reply here](#) and I will send it.

Welcome! Let's Make AI Feel Simple (Because It Is)

If you've ever thought:

- "I'm too old for this..."
- "Technology moved too fast..."
- "What if I mess something up?"

This checklist is for you.

AI is not here to replace you. It is here to help you think more clearly and reduce frustration.

This guide gives you **10 clear steps** to build confidence and avoid scams, written for beginners who want clarity, not jargon.

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✓ STEP 1 - Know the Only AI Tool You Need to Start

You don't need 20 tools.

You don't need a paid subscription.

[ChatGPT](#) (**free version**) is enough to begin.

If you can type a sentence, you can use AI.

✓ STEP 2 - Use This Scam-Filter Phrase

Before trying ANY online "AI income tool," ask:

"Does this promise sound too fast, too easy, or too perfect?"

If yes, slow down and investigate further.

Real tools do not promise overnight money.

✓ STEP 3 - Your First Safe AI Prompt

Copy/paste into ChatGPT:

"Explain this to me like I'm brand new to tech. Use plain English and keep it simple."

AI will adjust automatically.

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✓ STEP 4 - The 3 AI Buttons You'll Use Most

Inside ChatGPT, you only need:

1. The typing box
2. The **Send** button
3. The **Regenerate Response** button (to retry). *Lately, the Regenerate Response button has been moving all around or totally absent. I just type "regenerate" to get a new response.*

That is enough to begin confidently.

✓ STEP 5 - Know What AI Cannot Do

AI cannot:

- Take your money
- Buy anything for you
- Lock you into subscriptions
- Install software

Using ChatGPT on its official website is generally safe.

Always use good judgment and avoid unfamiliar download links.

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✓ STEP 6 - Never Click These 3 Red Flags

- ⚠️ “AI system that pays you automatically!”
- ⚠️ “Guaranteed income!”
- ⚠️ “I made \$10k this week with this tool!”

Close the page. These phrases are common in misleading promotions.

✓ STEP 7 - Test AI With Something Fun First

Try:

- “Write a birthday message for my granddaughter.”
- “Make a healthy grocery list for one person.”

Start fun → build confidence.

✓ STEP 8 - Your First Money-Related Prompt

Copy/paste:

“Give me 3 simple online income ideas for beginners over 50. No hype. Explain risks clearly”

This shows real, doable options.

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✓ STEP 9 - Make AI Fix Things You Don't Understand

Use this phrase anytime:

“Explain this more simply.”

AI will break it down patiently.

✓ STEP 10 - Confidence Comes From One Small Win

Your goal is NOT mastery.

Your goal is **one small win**:

- saving 10 minutes
- understanding a new idea
- feeling more capable

You're not behind. You're just beginning.

One small win is progress.

Bonus: 3 Prompts for When You Feel Stuck

1. **“Rewrite this in simple English.”**
2. **“What’s the next step someone like me should take?”**
3. **“Show me a beginner-friendly version of this.”**

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You Are More Capable Than You Think

AI isn't the enemy, confusing explanations are.

You're not too old.

You're not behind.

You're not "bad with tech."

You just haven't had the right guide.

I'm here for that.

See You At The Bank,

Bob

[Retire & RISE](#)