

SESSION 03 • AGENDA

Ninety minutes, hands on the keys.

You build it. I talk you through it and get out of the way.

For Tim Cole, Vistage Chair • Denver & Colorado Springs
From Reuben “Reu” Smith • Local Nerds
When Thursday, August 13, 2026 • 11:15am MT
Where meet.google.com/cxk-nzzz-fac

The 90 minutes

Thursday, August 13, 2026 · 11:15am to 12:45pm MT Google Meet · meet.google.com/cxk-nzzz-fac

What we are doing

Building your recruiting desk, live, on your screen. You do the clicking. I talk you through it and get out of the way.

You said in July that you wished we had tangible workflows to review and critique together. That is what today is. We are not looking at slides. We are running your real prospects through a real system and you are telling me where it is wrong.

What to have open before we start

- **Chrome or Safari**, signed in to your ChatGPT account
- **Outlook**, where the drafts will end up
- **Your current tracking spreadsheet**, whatever state it is in
- **One or two names** you have been meaning to research
- **One article** with Denver executives in it, if you have one handy

Nothing to install. Nothing to download first. The session page has the files when we need them.

The shape of it

TIME	LENGTH	BLOCK
11:15	10 min	Where we are, and what changed since May
11:25	15 min	You build the Project. Instructions in, pipeline in.
11:40	20 min	Research a real prospect together, start to finish

TIME	LENGTH	BLOCK
12:00	15 min	Draft a real cadence email in your voice, and critique it
12:15	10 min	The daily loop and the Friday review
12:25	10 min	What you change, what you keep, what is missing
12:35	10 min	Your week, and what comes next

What you leave with

- A working Project in your own ChatGPT account that you built
- Your six criteria and your eight-step cadence encoded in plain English you can read and edit yourself
- Your pipeline live in it, with your existing prospects
- Five prompts that cover the entire workflow
- A written guide, so none of this depends on you remembering today

What I need from you during it

Interrupt. When something it produces sounds unlike you, say so in the moment. That is the most valuable thing that happens in these 90 minutes. The system is only as good as the corrections you make out loud.

Built for Tim Cole by Local Nerds · timc.localnerds.co