

# **COACH COPILOT**

## **YOUR AI ASSISTANT COACH**

**A Plug-And-Play Resource That  
Shows Coaches How To  
Use ChatGPT To Save Time**

**C o a c h F r a n k F o g g**

# COACH COPILOT

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# WELCOME TO COACH COPILOT

Welcome Coach,

I built Coach Copilot because I've seen too many coaches burn out...not from a lack of effort, not because of the job, but from trying to do everything on their own.

I was one of those coaches: practice plans, film breakdown, stat tracking, scouting, development, culture, parent emails... and still trying to find time to be a dad to my kids and husband to my wife.

It's not that we don't know what to do...it's that there's just not enough time to do it all. That's why this guide exists. To change that.

To give coaches a smarter, faster way to handle the behind-the-scenes grind...so you can focus on what really matters: coaching, leading, and making a difference.

Coach Copilot isn't about replacing coaches. It's about equipping you with a real assistant: one that never sleeps, never complains, and always has your back.

And if you're willing to try something new, this guide will save you hours, sharpen your decisions, and help your program level up.

Let's get to work.

A handwritten signature in black ink that reads "Frank Fogg". The signature is stylized with a large, sweeping initial "F" and a cursive "Fogg".

Coach Frank Fogg

# MEET YOUR NEW ASSISTANT

A New Kind Of Assistant  
For The Same Old Grind

COACH COPILOT:  
YOUR AI ASSISTANT COACH

# MEET YOUR NEW ASSISTANT

This is Coach Copilot: Your AI Assistant Coach - your new competitive edge.

Whether you're a head coach, assistant, or someone who wears every hat in the program, you already know the job is nonstop.

Scouting, planning, stats, parent emails, development plans...and that's before practice even starts.

That's where this guide (and your new AI assistant) steps in.

## WHAT IS COACH COPILOT?

Coach Copilot is a plug-and-play system that shows you exactly how to use ChatGPT to:

- Save time on daily coaching tasks
- Make smarter decisions using data and trends
- Communicate clearly with players, parents, and staff
- Build better practices, better systems, and a better culture

And you'll do it without needing a tech background or spending hours learning how AI works.

If you can copy, paste, and type a sentence...you can use this.

# WHAT YOU'LL ACHIEVE WITH THIS GUIDE

By the time you finish this playbook, you'll be able to:

- Turn postgame notes into instant practice plans
- Break down stats and spot trends in seconds
- Build personalized player development plans
- Write better emails, scouting reports, and motivational messages
- Use AI as a real-time assistant for anything your program needs

More than that: you'll stop feeling overwhelmed and start operating with clarity and control.

## ONE MORE THOUGHT...

This isn't about replacing coaches. It's about giving you a smarter system to handle the behind-the-scenes work so you can focus on coaching, teaching, and leading.

Let's get to work.

# QUICK START GUIDE

Taking You From  
“Logging In” To “Getting Wins”

COACH COPILOT:  
YOUR AI ASSISTANT COACH

# QUICK START GUIDE

This section is designed to get you up and running fast.

No jargon. No wasted time. Just clear steps to turn ChatGPT into your personal coaching AI assistant.

We'll cover:

- What ChatGPT is (without the tech-speak)
- Why it actually helps coaches like you
- The difference between free and paid versions
- How to start using it in under 5 minutes
- How to train your AI assistant with basic background info
- Pro tips to help you get sharper, faster responses

By the end of this section, you won't just know what ChatGPT is, you'll have used it.

You'll understand how it fits into your daily workflow, how to communicate with it like a real assistant, and how to set yourself up for success before you even open the Prompt Playbook.

# WHAT IS CHATGPT?

Think of ChatGPT as a hyper-intelligent assistant that works 24/7.

You give it a prompt AKA an instruction or request and it responds instantly with ideas, summaries, plans, messages, or questions to help you coach smarter.

You can use it to: build a practice plan, break down a game summary, write a player message or respond to a parent email, analyze stats and trends, brainstorm film questions, and even suggest next steps for your program.

It's not magic, and admittedly it's not perfect, but it's fast, helpful, and always ready.

# HOW IT CAN HELP

Coaches are overloaded. There's never enough time to do it all, let alone do it well.

ChatGPT helps by:

- Creating first drafts so you're not starting from scratch
- Spotting patterns or trends in stat data
- Organizing your thoughts when your brain is fried
- Speeding up everything from planning to communication

Instead of doing all the heavy lifting, you're now just editing and executing.

# CHATGPT: FREE VS PLUS

ChatGPT has two main versions: the free tier and the paid “Plus” plan.

Both can help you as a coach. Here’s a side-by-side breakdown so you can see what you’re working with:

Feature	Free Version	ChatGPT Plus (\$20/mo)
Speed	Slower	Much faster
Quality	Decent	Sharper and more accurate
File Uploads	Not available	Upload PDFs, stats, scouting docs
Image Understanding	Not available	Yes (e.g., diagrams, screenshots)
Output Detail	Basic responses	Deeper, more tailored responses

My suggestion? Start with the free plan as you’re just getting familiar.

Upgrade to Plus when you’re ready to handle deeper tasks like stat analysis, document upload, or multi-layered planning.

# 5 MINUTE QUICK START

Getting started with ChatGPT is simple and it doesn't require any decisions or commitments right now.

Just follow these quick steps to get your AI assistant ready:

1. Go to [chat.openai.com](https://chat.openai.com)
2. Click Sign Up (you can use email, Google, or Apple)
3. Once you're in, bookmark the page so it's easy to come back to later

## *Optional Tip:*

Ask a simple question to test it out. Just type something like: *"What's a good ball-handling warm-up for high school guards?"*

You don't need to overthink it. This is just about seeing how the AI assistant responds.

That's it! You're set up and ready for what's next.

No pressure to do it all right now. Just logging in and sending one question is a win.

The real work begins when you're ready to open the Prompt Playbook.

## TRAIN YOUR ASSISTANT

One of the best things you can do is give ChatGPT a quick summary of who you are and what level you coach. This gives it context to tailor responses that actually fit your team.

Use this prompt below to copy and paste into ChatGPT

*"Before we begin, here's a little about me:*

*I coach [sport] at the [middle school / high school / varsity / JV / AAU] level. My team strengths are [e.g., effort, speed, defense]. We struggle with [e.g., spacing, turnovers, discipline]. I want your help with planning, scouting, communication, and building team culture."*

Once you share this, ChatGPT will remember it for the rest of the conversation—making every prompt more helpful.

## PRO TIPS FOR BETTER RESULTS

Here's how to get the most out of your prompts—right from the start:

**Be specific and give it context. Instead of "make a practice plan," try:**  
*"Create a 60-minute practice focused on defensive communication and rebounding."*

**Talk to it like you would an assistant coach.**

You can ask it to tweak things, revise tone, shorten a response, or add a new focus: *"Make it shorter."* *"Add more shooting drills."* *"Try again, but more focused on tempo."*

**Use real inputs from your team.**

Copy in stat lines, postgame notes, or player issues. The more real-world info you share, the more useful the output will be.

# OVERTIME

Once you've got the basics down, here are some extra early steps that unlock even more value from your AI assistant.

## **Use Voice-to-Text on Your Phone**

Open the ChatGPT app, hit the microphone, and speak your prompt.

It's perfect for:

- Postgame reflections on the bus
- Brainstorming before a film session
- Capturing ideas without typing

## **Download the ChatGPT Mobile App**

It's free on iOS and Android and it turns your AI assistant into a tool you can use between classes, on the court, or in the office.

Use the app to:

- Copy/paste stat lines during film
- Pin your go-to prompts
- Keep practice notes in one thread

## **ChatGPT Plus: Upload & Analyze**

With ChatGPT Plus, you can drag and drop files straight into ChatGPT.

Try uploading:

- A game's full box score (ask for trends or summaries)
- A scouting PDF (ask for key takeaways)
- A parent letter (ask it to rewrite or clean up tone)

It's like giving your assistant access to your clipboard, whiteboard, and inbox all at once.

# PROMPT PLAYBOOK

Copy & Paste Solutions  
For Daily Coaching Tasks

COACH COPILOT:  
YOUR AI ASSISTANT COACH

# PROMPT PLAYBOOK

You don't need to be an expert in AI, you just need the right starting point.

The Prompt Playbook gives you exactly that: a set of proven prompts designed to help you with real coaching work.

Each one is written in plain English and built around the tasks you already do. Things like: planning, scouting, communication, film, development, and more.

Just find the situation that fits, copy the prompt, and plug in your info.

You'll get an instant draft, idea, or solution so you can spend less time guessing and more time coaching.

Each entry includes:

- A quick “why” so you know when to use it
- The exact prompt to copy
- Follow-up suggestions to improve or adapt the response
- A reference to more prompts in that category later in the guide

Ready to see what your AI assistant can really do? Let's go.

## PROMPT #1 - ANALYZE PLAYER STATS

Stats can tell you a story as long as you know what to look for. This prompt helps you spot trends, evaluate impact, and focus your adjustments.

Prompt:

*“Here are game stats from our last 3 games:  
[Paste box scores or stat summaries].*

*What trends or key insights do you see? Summarize in 3–5 bullets, and suggest areas we should focus on in practice.”*

Follow-Up Options:

- “Rank our top 3 most efficient players.”
- “Focus only on shot selection and turnovers.”
- “Now give me a chart of our scoring by quarter.”
- “What is the best scoring lineup we have on our team?”
- “If you were scouting our team, what would you identify as our strengths and our weaknesses?”

\*See more stat-based prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#2 - PRACTICE PLANNING

Every great practice starts with a clear focus. This prompt helps you quickly build a custom length session that targets your team's most urgent needs without starting from scratch.

Prompt:

*“Create a 60-minute practice plan focused on [insert issue: e.g., transition defense and rebounding]. Include drills, time blocks, and key coaching points.”*

You can even include your most recent game stats to make the plan more targeted. Just add something like:

*“Based on the stats from our last two games [insert stat summary], include a 15-minute opening segment that addresses the top 1–2 areas we need to improve.”*

Follow-Up Options:

- “Make it competitive and high-energy.”
- “Adjust for only 8 players available.”
- “Add a 10-minute film session block at the end.”
- “Include a short closing message or team huddle theme.”
- “Design a plan that progresses toward a Friday game.”

\*See more practice planning prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#3 - SCOUTING & GAME PREP

Scouting is about finding the things that matter most and communicating them clearly.

This prompt turns scattered notes into a clean, usable scouting report your players and staff can act on.

Prompt:

*“Help me write a scouting report for our next opponent based on this info: [Paste notes/opponent stats/opponent roster].*

*Break it into: Key Personnel, Team Tendencies, and Game Plan Keys.”*

Follow-Up Options:

- “Simplify it for JV-level players.”
- “Add motivational talking points for pregame.”
- “Make this printable as a half-page handout.”
- “Write a version I can read aloud during film.”
- “Add two questions we should ask the team before tipoff.”

\*See more scouting prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#4 - FILM & REFLECTION

Good film sessions lead to growth, not just correction.

This prompt helps you create better questions, spark conversations, and guide players toward ownership.

Prompt:

*“We’re watching film tomorrow. Main issues: [insert 2–3 problems like poor closeouts, ball movement, transition defense].”*

*“Give me 4–5 questions I can ask during the session to help players reflect and engage.”*

Follow-Up Options:

- “Make the tone positive and growth-focused.”
- “Add one leadership-based question.”
- “Write these as slides I can put on screen.”
- “Include a closing message that reinforces our identity.”
- “Suggest clips that would pair well with each question.”

\*See more film and reflection prompts in the Prompt Library reference sheet at the end of this guide.

# PROMPT#5 - PLAYER DEVELOPMENT

Individual improvement gets real when it's intentional.

This prompt helps you map out a focused development plan without having to start from a blank page.

Prompt:

*"Create a 4-week development plan for [Player Name], a [Position/Grade] on my team.*

*Strengths: [Insert]*

*Weaknesses: [Insert]*

*Include weekly skill goals and one habit to build."*

Follow-Up Options:

- "Include a motivational challenge each week."
- "Add one question they should answer at the end of each week."
- "Write it in a format I can print and hand out."
- "Suggest one film study assignment per week."
- "Make it feel more player-led and reflective."

\*See more player development prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#6 - COMMUNICATION & RELATIONSHIPS

A lot of times, what you say off the court matters just as much as what you teach on the court.

This prompt helps you send meaningful messages that reinforce relationships and effort.

Prompt:

*“Write a short, positive message I can send to [Player Name] about their effort this week.*

*Mention one area of growth and one encouragement for next week.”*

Follow-Up Options:

- “Do the same for the rest of the players based on last game’s stats.”
- “Write it like a text message I’d send after practice.”
- “Include a challenge for next game.”
- “Now rewrite it as a message to their parent.”
- “Make it shorter so I can say it face-to-face.”

\*See more communication prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#7 - CULTURE & LEADERSHIP

Culture isn't what you declare, it's what you do.

This prompt helps you define your program's identity in simple, memorable terms your players will actually inherit.

Prompt:

*"Create 3 core values for our team. We want them to reflect [insert: toughness, selflessness, discipline, etc]."*

*Make them short, memorable, and meaningful to high school players."*

Follow-Up Options:

- "Turn these into a 3-letter acronym."
- "Add a quote that connects to each value."
- "Write a one-sentence explanation for each that I can share with parents or boosters."
- "Suggest a weekly focus tied to one value."
- "Create a team poster layout using these."

\*See more culture and leadership prompts in the Prompt Library reference sheet at the end of this guide.

# PROMPT#8 - PROGRAM MANAGEMENT & PLANNING

There's always more to do than time to do it.

This prompt helps you organize your week, clarify your focus, and stay consistent across practices, communication, and planning.

Prompt:

*"Build me a weekly coaching planner template.*

*Include sections for: practice goals, scout notes, player check-ins, communication reminders, and staff assignments. Break it down by day."*

Follow-Up Options:

- "Add space to reflect on one win or lesson each day."
- "Include a motivational quote or theme of the week."
- "Make it printable with checkboxes."
- "Add a color-coded system for offense, defense, and admin tasks."
- "Create a simplified version for assistant coaches to use."

\*See more program management prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#9 - ADVANCED & CREATIVE USES

This is where ChatGPT becomes more than a helper, it becomes a creative tool.

Use this prompt to generate fresh energy and a powerful tone before your next big game.

Prompt:

*“Write a pregame speech in the tone of Coach Williams from UNC. Our theme this week is: ‘Trust the work.’ Keep it under 2 minutes.”*

Follow-Up Options:

- “Rewrite it in the voice of Rick Barnes—more serious and direct.”
- “Turn it into a message I can text the team the night before.”
- “Add a quote from Dean Smith to close it.”
- “Make it emotional without being dramatic.”
- “Write a version that’s appropriate for a playoff game.”

\*See more advanced prompts in the Prompt Library reference sheet at the end of this guide.

## PROMPT#10 - GO DEEPER

Most people stop after the first answer. But ChatGPT is a conversation tool: the more you ask, the better it gets.

This prompt helps you push past surface-level responses and get sharper insights, better ideas, and more tailored results.

Prompt:

*“Based on your last response, what are 1–2 things I may have overlooked?”*

*Also, how could I refine this to make it more effective for [game prep / player development / our team’s style]?”*

Follow-Up Options:

- “What would you change if this were for a playoff game instead of a regular practice?”
- “How would a coach like [insert name] approach this differently?”
- “Now help me explain this to my team in one sentence.”
- “Add a second option with a different coaching emphasis.”
- “Suggest a question I can ask myself or my staff before using this plan.”

\*See more follow-up prompts in the Prompt Library reference sheet at the end of this guide.

# OVERTIME

If you're ready to take it a step further aka get time back, stay more organized, and unlock creative potential, this is where you go next.

## **Use Separate Chats for Different Coaching Areas**

Start a new chat for each major category:

- Practice Planning
- Scouting Reports
- Player Development
- Communication & Messaging

This keeps your threads organized and helps ChatGPT stay focused on the specific job you're asking it to do. Think of it like having different whiteboards for different parts of your program.

## **Pin Your Most Important Threads**

If you're using ChatGPT on desktop or mobile, you can pin your go-to chats (like your practice plan builder or stat tracker) so they're always one click away. Think of it as a mobile "Coaching Control Center."

## **Bonus Move: Ask ChatGPT to Analyze Itself**

Not sure if the answer you got is your best option? Try prompts like:

- "If you had to revise your last response for clarity or quality, what would you change?"
- "Give me a second version with a different tone or structure."
- "Act like a veteran coach reviewing this. What would they say?"
- "Before you begin, do you have any questions for me?"

These follow-ups keep your prompts fresh and your thinking sharp.

# TEMPLATES FOR YOU

**Prebuilt & Coach Ready:  
No More Starting From Scratch**

**COACH COPILOT:  
YOUR AI ASSISTANT COACH**

# TEMPLATES FOR YOU

You've just seen how powerful prompts can be...now it's time to make them even easier to use.

The templates in this section give your AI Assistant the structure it needs to deliver clear, focused responses fast.

No rambling, no confusion. Just clear formats that match how coaches actually operate.

## FRAMEWORKS THAT FIT YOUR FLOW

Sometimes a prompt just needs a little structure to unlock its full potential. That's where these templates come in.

Each one is designed to help you organize your thoughts and give ChatGPT the context it needs to produce high-quality responses without wasting time.

You can:

- Copy these into your prompt before submitting
- Fill them in manually and save them for later
- Adapt them to fit your coaching style, team level, or season phase

These are the same kinds of formats experienced coaches use just cleaned up and ready to feed to your assistant.

# BUILDING YOUR OWN TEMPLATE

Templates work best when they fit how you coach.

Maybe you organize your practices differently. Maybe you use color-coded plans. Maybe you build around theme days. Whatever your system looks like, ChatGPT can help you build a version that fits.

How to ask:

*“Help me build a coaching template for [insert topic]. I want it to include [list your preferred sections or habits]. Make it clean, organized, and easy to reuse.”*

You can build templates for:

- Weekly planning
- Assistant coach duties
- Film breakdowns
- Player meeting notes
- Tryout evaluation
- Season goal tracking
- Practice reflection
- Game day checklist

Follow-Up Ideas:

- “Make it printable with checkboxes.”
- “Add a space for quotes of the week.”
- “Include a spot for post-practice notes.”
- “Format this for use in Google Sheets.”

Once you’ve got a format that works, pin the chat or copy it into your notes. You’ll never have to start from scratch again.

# PREMADE TEMPLATES

These templates were designed using real coaching needs and ChatGPT's formatting skills. Then refined to be clean, copy-ready, and easy to use.

Each one was built directly inside ChatGPT, without scripts, downloads, or tech hurdles.

Every template below is a force-copy Google Doc, so when you click the link, you'll automatically get your own editable version.

[Weekly Coaching Planner Template](#)

[Post Game Reflection Template](#)

[Scouting Report | Opponent Overview Template](#)

[Player Development Tracker](#)

[Tryout Evaluation Sheet](#)

# HOW TO USE THE PREMADE TEMPLATES

1. Click Make a Copy to open your own version in Google Docs.
2. Edit or personalize it to match your program.
3. Save a blank version, and duplicate it each week, game, or player cycle.
4. Keep them organized in folders—just like you would practice film or stat sheets.

# HOW TO BUILD YOUR OWN TEMPLATE

You don't need to download anything, run a special code, or know any tech tricks. Here's how to build clean, copy-ready templates just like the ones you've seen in this guide.

## Step 1: Ask ChatGPT to Build a Template

Start with a clear prompt like:

*"Build a coaching template for postgame reflections. I want it to include space for what went well, what hurt us, notes on player performance, and priorities for next practice. Share the result in the chat so I can copy and paste into a Google Doc."*

You can ask for templates on anything: practice plans, inventory, scouting, weekly planning, film breakdowns...anything you need!

## Step 2: Make It Fit Your Style

Once ChatGPT gives you a draft, ask follow-up questions to refine it:

- "Remove the table and turn it into a list format."
- "Add prompts or questions after each section."
- "Include 3 lines of space after each item."

Repeat until it fits how you think and coach.

# HOW TO BUILD YOUR OWN TEMPLATE

## Step 3: Copy and Paste into Google Docs

Once the final version looks good:

1. Highlight the full template directly from ChatGPT.
2. Open a blank [Google Doc](#).
3. Paste the template in.
4. Add spacing, bold headers, or logos to match your format.
5. Save and duplicate for weekly or seasonal use.

### *Optional Tips:*

- Name each file clearly in Drive so you can reuse it (ex: “Player Tracker Template – Winter 2025”).
- Share copies with your staff or players to gather feedback or track progress.
- Create one “Coaching Templates” folder in your Drive to keep everything organized.

# TEMPLATES THAT WORK LIKE YOU DO

These templates are starting points built for real coaching work.

You’ve seen how ChatGPT can help build tools like these in minutes. Use what’s here, tweak what fits, and don’t be afraid to build your own. You don’t need to start from scratch ever again.

Need a different template? Just ask your AI assistant. It’s ready.

# OVERTIME

If you're ready to take your templates a step further, this is where you go next.

## **Build a Template With ChatGPT in Real Time**

Start with the outcome you want, and let ChatGPT help build the structure around it.

Here's how you could frame it:

*"Help me build a coaching template for our weekly staff meeting. I want sections for scouting updates, player development, practice themes, and admin notes."*

## **Refine Templates You Already Use**

Have a form or document you've relied on in the past? Paste it into ChatGPT and ask it to improve the format.

You might say:

*"Here's a tryout eval form I've used in the past. Rewrite it to be more efficient and easier to use for assistant coaches on the sideline."*

## **Create a Reusable Master Format**

Once you land on a format that works, save it as a base template. This gives you consistency week after week.

For example:

*"Turn this weekly planner template into a Google Doc I can update every Sunday night. Keep the format consistent, but leave space for fresh notes."*

# ADVANCED PROMPTS

Unlock Your Coaching Potential  
With Next-Level Prompts

COACH COPILOT:  
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# ADVANCED PROMPTS

This section takes you beyond templates and into powerful strategies that make ChatGPT an even smarter, sharper tool in your program.

These aren't tricks, they're tools. You'll learn how to get more relevant answers, save time with reusable formats, and handle complex coaching tasks like a pro.

Think of this section like "skill development" for your prompts. If the earlier sections were warmups, this is where we run our best stuff.

## WHAT YOU WILL LEARN

By the end of this section, you'll know how to:

- Personalize responses in your coaching voice or style
- Build reusable prompts that save time all season
- Get sharper answers without retyping the whole thing
- Use ChatGPT to evaluate, compare, and plan like a staff member
- Think like a head coach, scout, or even a player—on demand

# ADVANCED PROMPT TECHNIQUES

Let's start building your playbook.

## I. ADD VOICE OR STYLE

### What It Is:

You can tell ChatGPT to write like a specific coach, leader, or communication style—so the output feels familiar, authentic, and impactful.

### When To Use It:

- Writing speeches or messages
- Creating documents or materials with a tone
- Drafting practice plans that match a coaching identity

### Example Prompt:

*“Write a pregame speech in the style of Coach Dawn Staley—motivational but direct.”*

*“Give me a practice plan that sounds like something Rick Barnes would run: structured, defensive, detailed.”*

### Bonus Tip:

You can also give ChatGPT your own style:

*“Here’s how I usually talk to my team: I’m calm, clear, and don’t yell. Write the message in that tone.”*

## 2. USE PLACEHOLDER TEXT

### What It Is:

This technique helps you create your own plug-and-play prompt formats.

You build a template once, then reuse it by swapping out the key pieces. It saves time and keeps your workflow consistent.

### When To Use It:

- Weekly practice planning
- Scouting different teams
- Game recaps or player evals
- Any task you repeat often

### Example Prompt:

*“Create a [Length]-minute practice plan focused on [Focus Area], with [Number] drills and [Type] of competitive game at the end.”*

Swap out each bracketed item and the prompt still works—no need to rewrite it each time.

### Bonus Tip:

Once you find a prompt that works, save it in your Notes app, Drive, or pin it in ChatGPT. Use it as a starter every time you hit that same task.

## 3. SELF-CRITIQUE / PROMPT REWRITING

### What It Is:

ChatGPT can evaluate or revise its own response. This is a quick way to improve the quality of an answer without rephrasing your entire prompt.

### When To Use It:

- You liked the idea but not the tone
- The response was too long or too vague
- You want to see a second version for comparison

### Example Prompt:

*“Give me a sharper version of your last response—more direct and concise.”*

*“Rewrite that message to sound more confident, less wordy.”*

*“What would you change to improve the clarity of your last answer?”*

### Bonus Tip:

You can also ask it to rewrite for different audiences:

*“Now reword it for a 9th grade team.”*

*“Make this sound like it’s coming from a veteran coach.”*

## 4. COMPARATIVE PROMPTS

### What It Is:

You can ask ChatGPT to compare options, players, strategies, or scenarios. Either side-by-side or through the lens of your priorities.

### When To Use It:

- Evaluating players or lineups
- Choosing between two offensive schemes
- Reviewing tryout performance or scout reports

### Example Prompt:

*"Compare Player A and Player B in terms of defensive versatility and decision-making."*

*"Which is better for our personnel: 5-out motion or a continuity ball screen offense?"*

### Bonus Tip:

Follow up with:

*"Now give me a pros and cons list for each."*

## 5. ACT AS PROMPTS

### What It Is:

You can tell ChatGPT to act in a specific role. Roles like a scout, parent, player, or AI assistant coach.

This shifts the lens and sharpens the response.

### When To Use It:

- Scouting reports
- Messaging (parent, admin, player)
- Game-planning or evaluations

### Example Prompt:

*“Act like a college scout. Evaluate this player’s long-term potential based on this stat line.”*

*“You’re a frustrated parent reading this email. How might you react?”*

*“You are my assistant coach. What feedback or questions would you share about this player improvement plan?”*

### Bonus Tip:

This is a great way to pressure test your message before sending it out.

## 6. PERSPECTIVE FLIPPING

### What It Is:

Flip the point of view to reveal blind spots.

Ask ChatGPT to think like someone else reviewing your plan, message, or approach.

### When To Use It:

- Leadership or communication
- Reviewing tone and clarity
- Building player trust

### Example Prompt:

*“If you were a player reading this message, what would stand out most?”*

*“How would an opposing coach scout us based on this game summary?”*

### Bonus Tip:

Use this to improve culture too:

*“What might a quiet player be thinking after this week’s practice schedule?”*

# 7. REVERSE ENGINEERING GREAT EXAMPLES

## What It Is:

Paste in a message, plan, or write-up you like and then ask ChatGPT to break it down or help you replicate it.

## When To Use It:

- Borrowing from other coaches or sources
- Turning great content into a repeatable structure
- Repurposing or rewriting for your needs

## Example Prompt:

*“Here’s a message I liked from another coach. What kind of prompt would generate something like this?”*

*“Take this plan and rework it for a JV group instead of varsity.”*

## Bonus Tip:

Ask for a reusable template based on the style:

*“Now build me a plug-and-play prompt using this format.”*

## 8. CHAT MANAGEMENT

### What It Is:

New Chats vs. Pinned Threads.

Use separate chats for separate topics. This keeps your AI assistant focused and helps you stay organized.

### When To Use It:

- Anytime you're juggling multiple coaching topics
- Building systems over time (e.g., scouting thread, practice planning thread)
- Reusing past context and building off prior responses

### Example Prompt:

Start a new thread called "Game Plan Builder." In that chat, paste:

*"In this thread, you're helping me build weekly game plans for our varsity team. I'll be sending you scout notes, player updates, and scheduling details. Keep all responses focused on scouting, adjustments, and execution."*

That sets the context. Then you build from there.

### Bonus Tip:

On desktop and mobile, you can pin threads to keep your most-used prompts one click away.

It's like creating a virtual coaching staff dashboard.

## 9. ROLE-BASED PROMPTING

### What It Is:

This strategy assigns ChatGPT a long-term identity in a specific thread. Things like an offensive coordinator, film analyst, or player development coach.

Unlike “Act As” prompts (which shift perspective for a single response), this tells your AI assistant to stay in role for everything you do in that chat moving forward.

### When To Use It:

- You want consistency in voice, tone, and advice across multiple sessions
- You’re building a long-term workflow for scouting, development, or planning
- You want ChatGPT to function like a real member of your coaching staff

### Example Prompt:

*“In this chat, you are my varsity offensive coordinator. Keep all answers focused through that lens.”*

### Bonus Tip:

If memory is on (ChatGPT Plus), you can tell it to remember your program’s context permanently. This helps to create recurring AI assistant roles

## 10. SYSTEM BUILDING PROMPTS

### What It Is:

Use prompts to build out full workflows or routines, not just one-off responses.

ChatGPT can help you create long-term systems.

### When To Use It:

- Weekly or seasonal planning
- Offseason training blocks
- Tryout pipelines or film routines

### Example Prompt:

*“Help me build a 3-day practice rhythm that resets every Monday and prepares us for a Friday game.”*

*“Create a seasonal player check-in system I can use every 3 weeks.”*

### Bonus Tip:

Ask ChatGPT to suggest improvements:

*“Now improve this system by simplifying the workload and adding checkpoints.”*

# BONUS TIP: CONVERSATIONAL PROMPTING

## What It Is:

You don't have to be formal. Just talk to ChatGPT like you would your staff.

It might feel strange at first, but treating your AI assistant like a human (rather than a machine) almost always leads to better results.

## When To Use It:

- Anytime you're refining an answer
- In longer sessions where you're iterating on ideas
- When you're in a rush and just want something quick and clean

## Example Phrases:

"That's good—give me a shorter version."

"Add more spacing drills."

"Not bad, but make it more aggressive."

## Why It Works:

You'll get faster, more natural responses because you're treating your AI assistant like a coach, not a computer.

# OVERTIME

If you're ready to take it a step further (unlock layered insights, sharpen your voice, and use prompts like a pro) this is where you go next.

## **Stack Techniques in One Prompt**

Instead of using techniques one at a time, combine them. This adds clarity and depth to the response.

Try:

*“Act like a player development coach and evaluate this player based on this stat line. Focus on defensive effort and efficiency. Give me 3 bullet points I could use in a 1-on-1 meeting.”*

## **Build Your Own Master Prompt**

Create a personalized prompt you can reuse week to week.

Try:

*“Create a reusable weekly check-in prompt I can use with ChatGPT. It should help me reflect on last week's practices, prep for the next opponent, and flag any culture or communication issues to address.”*

## **Use Real Coaches to Guide Tone and Style**

Let your favorite coaches influence the energy ChatGPT brings.

Try:

*“Write a pre-practice message in the voice of Jay Wright—cool, detailed, and player-focused.”*

*“Break down this scouting report like Gregg Popovich—tactical and no fluff.”*

# MAXIMIZING YOUR ASSISTANT

Simple Systems.  
Repeatable Wins.

COACH COPILOT:  
YOUR AI ASSISTANT COACH

## WHAT THIS SECTION COVERS

This section is all about turning ChatGPT from a tool into a system.

You'll learn how to create simple routines, organize your work, and get reliable results day after day without having to start from scratch every time.

The goal? Make your AI assistant a part of your coaching rhythm so it helps you make faster, smarter decisions all season long.

## BUILD A WEEKLY CHAT RHYTHM

Start by giving your week a structure. Then, let ChatGPT plug into it.

Instead of a random thread here and there, create focused chats that follow your calendar.

For example:

- Monday → Practice Plan Builder
- Wednesday → Player Development Tracker
- Thursday → Scout Review + Adjustments
- Friday → Pregame Messaging
- Sunday → Weekly Reflection & Planning

You don't need to do it all. Just anchor one or two threads, then let the system grow with you.

# SAVE AND REUSE YOUR BEST PROMPTS

If a prompt gives you exactly what you need, save it. You can save it in:

- Your Notes app
- A Google Doc
- A pinned ChatGPT thread

Go one step further by adding successful follow-ups beneath it. Over time, you'll find that you are building your own "Prompt Playbook" specifically customized to how you think and coach.

# REVIEW AND IMPROVE OVER TIME

Just like you review practice film, revisit old prompts and outputs.

What worked?

What didn't?

Where did the AI misfire?

Ask ChatGPT to help improve the output:

- *"Make this answer more concise and direct."*
- *"Turn this into bullet points with more clarity."*
- *"What would you revise to make this more useful?"*

Refining a prompt doesn't add time...it saves it. A quick tweak now means faster, better results the next and every time you use it.

## USE SMALL PROMPTS TO BUILD MOMENTUM

You don't need a full game plan to use ChatGPT. The real power shows up in short, repeatable tasks:

- *"Summarize today's practice in 3 bullets."*
- *"Clean up this email to parents."*
- *"Give me 2 quotes that fit this week's theme: accountability."*
- *"What's a quick competitive drill for the last 10 minutes of practice?"*

This is how you stack small wins without adding work to your plate.

## EQUIP YOUR STAFF

ChatGPT isn't just a solo tool. Use it to support your assistants, interns, or volunteer coaches.

You can:

- Share prebuilt drills or film breakdowns
- Give them prompts to help structure scout prep or postgame notes
- Use it to model phrasing for messages they need to send

It's not about control...it's about clarity and consistency across your program.

# LOCK IN YOUR CONTROL CENTER

By now, you've seen how helpful pinned chats can be. Use them with purpose:

- “Practice Builder | In-Season”
- “Scout Adjustments | Game 6–10”
- “Player Development | Varsity Guards”
- “Team Messaging | Culture & Communication”

Each one becomes a fast-access hub for the most important parts of your job.

That's how a system saves time...by removing decisions you already made.

## WHERE TO GO FROM HERE

You've got the structure.

You've got the tools.

You've seen the results.

Now it's about staying consistent. Keep your prompts tight. Keep your threads focused. Keep building smarter, not just harder.

There's no trick to it. Just small, steady moves that stack over time.

Your AI assistant is built. **Maximize it.**

# OVERTIME

You've got the system. Now here's how to lock it in for the long haul.

## **Create a Weekly Review Prompt**

Build a prompt you use every week to reflect, reset, and adjust.

Example: *"Based on this week's practices and games, what should we keep doing and what needs to change?"*

## **Track What Works**

Start noting which prompts or formats give you the best results. Over time, you'll build your own internal "what works" guide.

Even noting "what didn't work" helps you write better prompts next time.

## **Use It to Train Staff**

Give your assistants or student coaches prewritten prompts. They'll contribute faster and with more confidence.

It's a simple way to empower others without extra meetings.

## **Run a Midseason Chat Reset**

Start a fresh version of your key threads midseason. You'll get cleaner context without losing momentum.

It's a minimal adjustment that keeps your AI assistant sharp as the season evolves.

## **Share Threads for Clarity**

When ChatGPT gives you a strong message, breakdown, or plan...copy it and share with staff. This saves time and keeps everyone aligned.

# BONUS SECTION

BONUS #1

PROMPT REFERENCE SHEET

COACH COPILOT:  
YOUR AI ASSISTANT COACH

# PROMPT REFERENCE SHEET

Use this as your coaching prompt index. This list contains each prompt used within the guide organized by topic for quick reference.

Each entry is ready to copy, tweak, and use as needed.

## **Stat Analysis & Game Trends**

- “Here are game stats from our last 3 games: [Paste box scores or stat summaries]. What trends or key insights do you see? Summarize in 3–5 bullets, and suggest areas we should focus on in practice.”
- “Here’s a box score—summarize turnovers and shot quality by quarter.”

## **Practice Planning**

- “Build a 60-minute practice plan focused on defensive communication and rebounding.”
- “Give me a practice plan in the style of Rick Barnes—structured, defensive, detailed.”
- “What’s a quick competitive drill for the last 10 minutes of practice?”

## **Player Development**

- “Build a weekly player development plan for our starting PG focused on ball control and vision.”
- “Summarize today’s practice in 3 bullets.”

## **Scouting & Game Planning**

- “Use this opponent scout and give me 3 priorities to build the practice plan around.”
- “What adjustments should we make based on this scouting report?”
- “Create a game week checklist for Friday night prep.”

## **Communication & Messaging**

- “Clean up this email to parents.”
- “Help me phrase this message in a calm but confident tone.”
- “Write a calm, clear message about a player missing practice.”
- “Draft a team message focused on overcoming adversity after a tough loss.”

## **Culture & Leadership**

- “Give me 2 quotes that fit this week’s theme: accountability.”
- “What would a player-first coach say instead?”
- “What would a veteran coach say about this plan?”
- “Act like a leadership coach—what should I reflect on after this week?”

## **Tryouts & Evaluations**

- “Help me create a tryout evaluation sheet focused on effort, attitude, and skill level.”

## **Program Management**

- “Create a clean coaching planner for the week with reminders, player notes, and a key focus.”
- “Write a postgame reflection template I can use weekly.”

## **Prompt Building & Refining**

- “Turn this into bullet points with more clarity.”
- “Give me a second version with a different tone or structure.”
- “What would you revise to make this more useful?”

For an expanded list of prompts (each broken down by category and with space to add your own) get your copy of the complete Prompt Library here:

[Click to copy the Prompt Library](#)

Use it as your own running playbook to track, test, and tweak prompts as your season evolves.

# BONUS SECTION

## BONUS #2 DOUBLE OVERTIME

COACH COPILOT:  
YOUR AI ASSISTANT COACH

# DOUBLE OVERTIME

Bonus tools, smarter prompts, and deeper impact.

This section is for coaches who want to push the edge. Not just using ChatGPT to save time, but to think better, reflect sharper, and build systems that evolve as your program does.

This is where high-level coaching meets high-level AI.

## 1. Record and Reflect with Your Voice

Coaches think on the move.

The voice-to-text feature in the ChatGPT mobile app (or “Record Mode” on Mac) lets you talk through your ideas and have ChatGPT transcribe, organize, and summarize them into insights.

### **Use it to:**

- Reflect on practice while driving home
- Decompress after a game
- Capture thoughts you’d normally lose between gym and office

### **Prompt:**

*“Summarize the key points from this voice note and suggest one follow-up action based on what I shared.”*

## **2. Turn Clips Into Coaching**

AI can help you turn game film or screenshots into actionable teaching.

Drop in a clip, diagram, or written note and ask your assistant to identify what matters and how to fix it.

### **Use it to:**

- Break down video into simple teaching points
- Generate drills from specific breakdowns
- Build lesson plans from visual input

### **Prompt:**

*“Here’s a 10-second clip of our help defense failing. What are 3 coaching points and one drill to correct this?”*

## **3. Diagram Your Ideas**

Sometimes a system lives in your head and you need to see it on a board.

Use ChatGPT to turn your philosophies or practice structures into step-by-step visual ideas you can diagram.

### **Use it to:**

- Describe offensive or defensive systems for assistants
- Build quick visual guides for film or meetings
- Get ideas ready for diagramming tools (like diagrams.net)

### **Prompt:**

*“Take this 3-day player development system and break it into a visual flow I can sketch on the board.”*

## **4. Match Your Voice and Tone**

Your message should feel like it came from you, not from a robot.

Use ChatGPT to rewrite messages, speeches, or parent emails in your preferred tone. Eventually, tools will allow voice cloning, but for now, you can guide it with description.

### **Use it to:**

- Write the way you talk
- Adjust tone for different situations (calm, fired-up, reflective)
- Maintain consistency across your communication

### **Prompt:**

*“Rewrite this message like I’m a calm, relational coach who holds high standards but communicates clearly and respectfully.”*

## **5. Train Your Assistant with Coaching Context**

Want better answers? Give better background.

Use audio or written context to teach ChatGPT how you coach...then refer back to it across threads. If using memory (ChatGPT Plus), this becomes even more powerful.

### **Use it to:**

- Establish your identity as a coach
- Build system-wide consistency in every response
- Get replies that match your language, standards, and vision

### **Prompt:**

*“Here’s how I coach, what I value, and how we want to play. Summarize that back to me, and use it as context for all future answers.”*

The tools in this section aren't about working more...they're about thinking better.

You've seen how AI can do more than generate drills or build plans. It can reflect, adapt, and evolve alongside your program. It can help you teach clearer, lead smarter, and make faster decisions without sacrificing quality.

These strategies turn your assistant into something more than a tool.

They turn it into a system that grows with you.

## WHERE TO GO FROM HERE

Here's how to keep building with your assistant:

Start a Clean Chat Thread for Each Category

- Use separate threads for practice, scouting, player development, and communication. Pin your most-used ones to keep your system tight.

Save and Refine Your Best Prompts

- Create a running list of what works. Edit, adjust, and reuse them week after week.

Turn a Prompt Into a Routine

- Take one prompt (like a weekly reflection or a player check-in) and use it on the same day every week. Systems win.

Use the Prompt Library

- Copy it, customize it, build your own categories:
- [Prompt Library](#)

# YOU HAVE JUST ADDED A COMPETITIVE EDGE THAT MOST COACHES DON'T EVEN KNOW EXISTS.

You've got everything you need to turn ChatGPT into  
your AI assistant coach.

An assistant that never sleeps, never skips a film  
session, and is always ready with ideas, feedback,  
or structure when you need it most.

This guide wasn't built on theory.  
It was built on action.

The prompts, templates, and tools here are just the  
beginning. The more you use your AI assistant, the  
more dialed-in it becomes to your program, your  
style, and your goals.

So whether you're planning your next practice,  
writing your next team communication, or rethinking  
how you develop players...You're not starting from  
scratch anymore.

From here on out, you're not just working harder,  
you're working smarter. You're leading better.  
You're coaching with more fire and less friction.

So open a new chat.  
Drop in a prompt.  
Build something powerful.

It's time to meet your Coach Copilot.