## AI Tools to Boost Your Productivity



## Enhance your productivity and writing with AI

Ever wonder if an AI assistant could help you stay on top of things? Maybe you've joked about needing a clone to get everything done—well, these tools are like digital clones (but without the creepy sci-fi vibe). Here are some of the best AI tools to help you write, brainstorm, and stay organized.

## <u>ChatGPT</u>

- What It Is: A conversational AI that can help you brainstorm, write, and even debug code.
- Why It's Helpful: Perfect for getting ideas, solving problems, or just having a chat about your next career move.
- Pricing: Free basic version; premium available for \$20/month.
- Pro Tip: Use it to draft emails or polish your resume—it's like having a writing buddy on call.

- What It Is: An AI model known for natural-sounding, empathetic writing.
- Why It's Helpful: Great for professional documents and creative writing that feels human.
- Pricing: Free to use.
- Pro Tip: Test its ability to write persuasive letters—you'll be impressed by its subtle charm.

- What It Is: Google's AI, designed to help you with almost anything.
  Why It's Helpful: Seamlessly integrates with Google apps for a streamlined workflow.
  Pricing: Free with a Google account.
  Pro Tip: Ask it to analyze trends in your Google Sheets—it's like having an analyst at your fingertips.
- What It Is: A platform that lets you access multiple AI models in one place.
- Why It's Helpful: Experiment with different AI tools to find the best one for your needs.
- Pricing: Free to use.
- Pro Tip: Compare results from different Als to discover which one feels like your personal assistant.



Claude