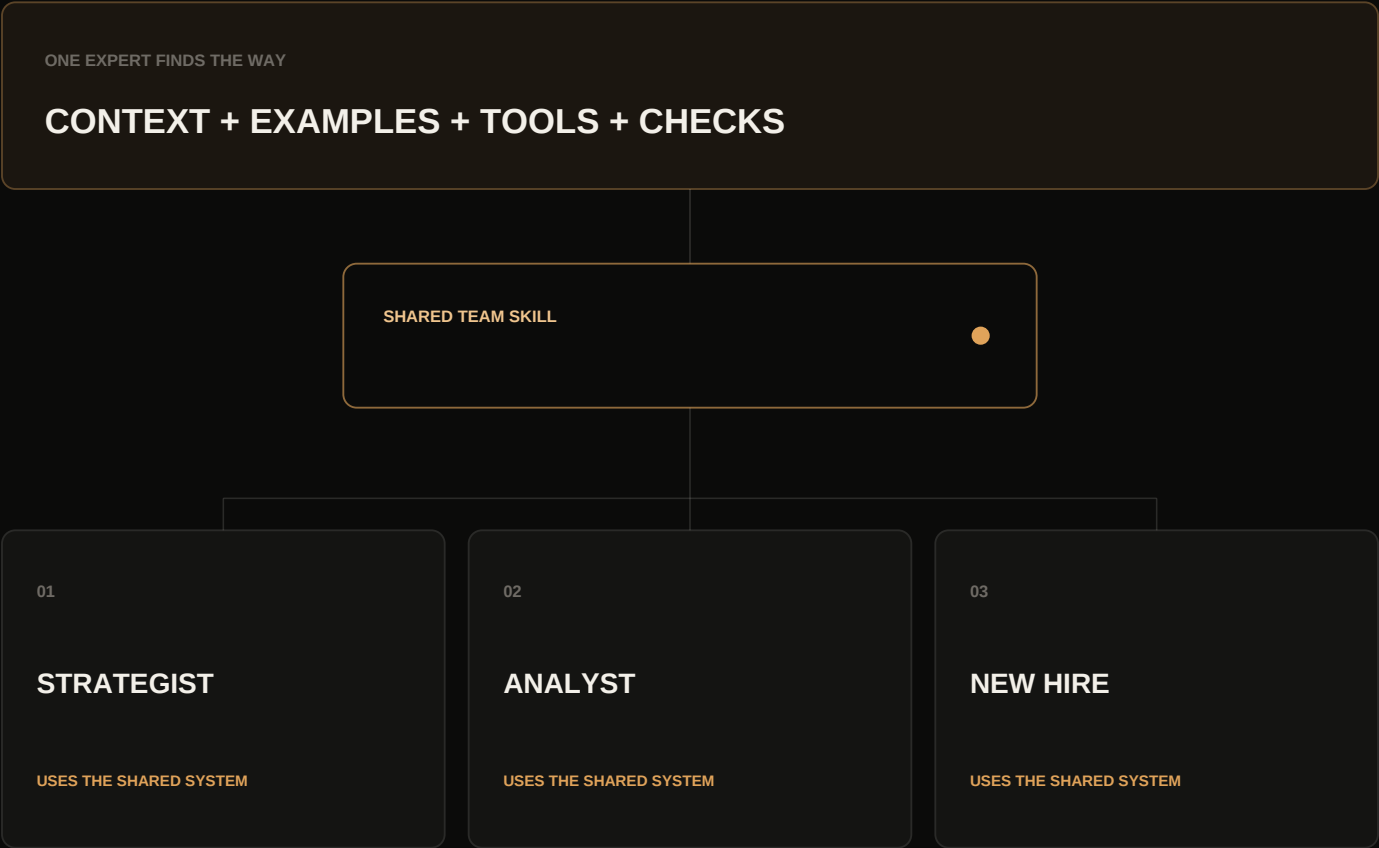


SHARE AI SKILLS WITH YOUR TEAM

Your best AI workflow should belong to *the whole team.*

Package the context, examples, tools, checks, and corrections behind great work into a skill anyone on your team can use.



ONE PERSON IMPROVES THE METHOD. EVERYONE INHERITS THE IMPROVEMENT.

THE CURRENT COST

Your team has AI access.

It does not have a shared way of working.

The gap is not another prompt. It is everything the strongest operator knows before, during, and after the prompt is run.

01

The workflow lives with one person.

The expert becomes the prompt library, quality gate, and help desk for everyone else.

02

Prompts travel without context.

The words get copied. The examples, tools, decisions, and quality bar stay behind.

03

Quality changes by operator.

The same model produces different work because only one person knows the unwritten standard.

04

Every improvement is local.

A better instruction disappears into one chat instead of becoming the team's new default.

the whole team.

THE OPERATING MODEL

Turn the best way of working into *a team skill.*

A skill is the reusable execution contract around the task - not just the line you type into a model.

-
- | | | |
|---|--|--------|
| 01 | Start with work that already wins | EXPERT |
| Choose a recurring workflow with a known owner and reviewable output. | | |
-
- | | | |
|---|--------------------------------|------------|
| 02 | Add the company context | COMPANY HQ |
| Attach the sources, language, examples, constraints, and decisions. | | |
-
- | | | |
|---|-----------------------------------|----------|
| 03 | Connect the approved tools | OPS / IT |
| Give the workflow governed access to required APIs, MCPs, and data. | | |
-
- | | | |
|--|-------------------------------|-------------|
| 04 | Encode the quality bar | SKILL OWNER |
| Include checks, references, failure cases, and output structure. | | |
-
- | | | |
|--|----------------------------------|----------|
| 05 | Let the whole team run it | THE TEAM |
| Teammates inherit the capability instead of rebuilding it. | | |
-
- | | | |
|--|------------------------|----------|
| 06 | Improve it once | THE TEAM |
| Update the shared method so every correction helps the next run. | | |
-

THE MULTIPLAYER ADVANTAGE

Improve the shared layer once. Make the next run better for everyone.

BEYOND NATIVE AI

A prompt improves a session. A shared skill improves the organization.

THE LAYER	A PROMPT LIBRARY	WITH HQ
INSTRUCTION	Text someone remembers to paste	A maintained method for the team
CONTEXT	Reattached every time	Company knowledge travels with it
EXAMPLES	Scattered across chats and drives	Reference work is part of the skill
TOOLS	Configured by each person	Approved access can be shared
QUALITY	Depends on operator and reviewer	Checks and standards are encoded
LEARNING	Corrections stay in a conversation	One fix becomes the new default

THE HQ LAYER

Company context + shared capability + governed access + durable project memory

WHAT TEAMS CAN OPERATIONALIZE

From individual AI use to *repeatable company capability.*

01

REPORTING

Sources, analysis method, narrative, and checks.

02

CREATIVE

Brand context, references, ideation, and critique.

03

RESEARCH

Sources, synthesis, citations, and decisions.

04

OPERATIONS

Inputs, tool access, exceptions, and handoff.

05

SALES

Account context, qualification, evidence, and next step.

06

CLIENT DELIVERY

Agency method plus isolated client context.

THE BUSINESS OUTCOMES

01 Make expert workflows available without making the expert a help desk.

02 Give new hires a working standard instead of an empty chat window.

03 Keep quality consistent across people, models, projects, and time.

04 Turn every useful correction into an improvement the team inherits.

YOUR FIRST WIN

Prove the multiplayer loop with one workflow.

01

Choose one recurring workflow with a clear owner.

02

Add one strong example and the source context behind it.

03

Turn the method and checks into a shared skill.

04

Have a second teammate run it on a real task.

OWNERSHIP + CONTROL

05

Save their correction back for the next person.

Shared does not mean ungoverned.

- Keep the skill and company context in the company HQ.
- Choose who can use, maintain, and improve the capability.
- Keep client inputs inside their intended company boundary.
- Grant approved tool access without putting keys in the skill.



SCAN TO START

SHARE YOUR FIRST SKILL

One person finds the best way. The whole team inherits it.

HQFORWORK.COM