Seven steps to get recommended by AI

Tick a step when its check passes

- [ ] 01 **Match your name, address and phone**
  Five-minute check: Search your business name and town. Do the first ten results all match?
- [ ] 02 **Post to your Business Profile weekly**
  Five-minute check: When was your last post? Are your hours and services right?
- [ ] 03 **Write the way customers ask**
  Five-minute check: Does your main service page answer, in plain words, the first question callers ask?
- [ ] 04 **Ask every customer for a review**
  Five-minute check: How many Google reviews came in over the last 90 days?
- [ ] 05 **Let AI search tools read your site**
  Five-minute check: Does yourdomain.com/robots.txt block OAI-SearchBot?
- [ ] 06 **Earn a place on the lists**
  Five-minute check: Are you on any list ChatGPT cites for your service and town?
- [ ] 07 **Test monthly and keep screenshots**
  Five-minute check: Do you have dated screenshots of what AI said about you last month?

The seven steps, with a five-minute check for each. Your ticks stay in your browser, and the printable version works on paper.

Work through the steps in order. The first three cost nothing but time. Repeat step 7 every month.