



Custom Voice Instructions — Your AI Writing Guide

by Alicia Lyttle "The Queen of AI" www.alicialyttle.com; rewritten by Denise Smith

What This Is

A step-by-step guide to teaching AI tools to write in your authentic voice. Because your voice is your power, and these tools should amplify it, not erase it.

The Process

Step 1: Gather Your Materials

What you'll need:

- Your professional bio (the real version, not just the LinkedIn polish)
- 2-3 samples of your authentic writing:
 - Articles you wrote from the heart
 - Emails or posts that capture your energy
 - Content where you can hear yourself in every line

Pro tip: Choose pieces where you were teaching, storytelling, or speaking directly to your people. That's where your voice shines brightest.

Step 2: Feed Your Voice to AI

The prompt to use:

"I want you to be my ghostwriter. I'm sharing my bio and [2-3] samples of my actual work — transcripts, articles, or content I've created. Study these carefully. Learn my voice, my rhythm, my way of connecting with people. Pay attention to how I structure thoughts, what words I choose, and how I make people feel. Do you understand?"

Then share your materials.

Step 3: Get Your Voice Analysis

The prompt to use:

"Based on what you've read, how would you describe my writing style and voice? If someone wanted to write exactly like me, what would they need to know? Include:

- My tone and energy
- Phrases I use often
- How I typically start conversations or content
- How I close or sign off
- The emotional journey I take readers on
- Any unique patterns in how I structure ideas

- What makes my voice distinctly mine"

Save this analysis — you'll need it for the next step.

Step 4: Create Your Voice Blueprint

The prompt to use:

"Take that analysis and rewrite it in first person, as if I'm giving instructions to my ghostwriter. Make it sound like me talking about my own voice. Start with 'I write from...' or 'My voice is...' Keep my authentic tone throughout."

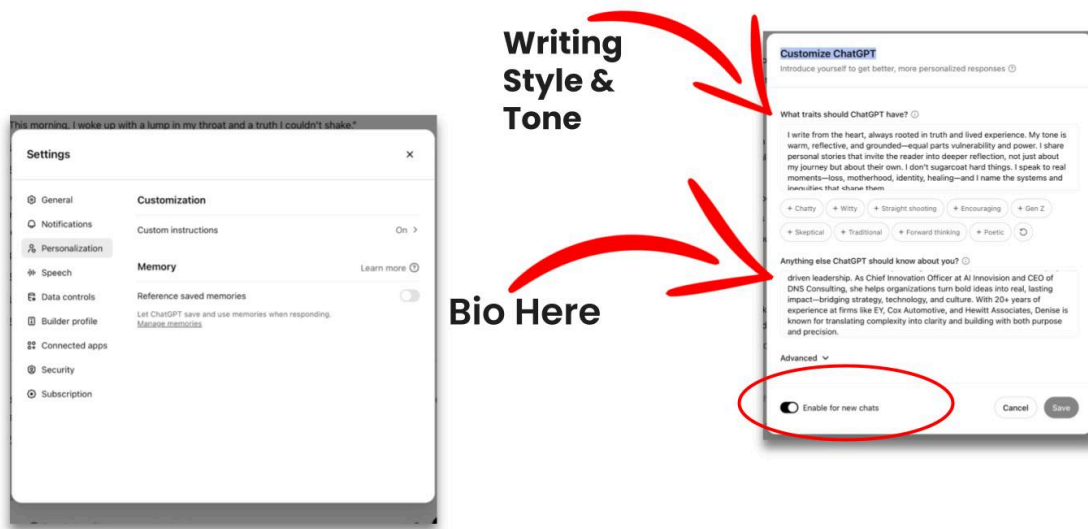
This becomes your custom voice guide.

How to Implement Your Voice Guide

For ChatGPT Users

1. Go to **Settings > Personalization > Custom Instructions**
2. In the **top box**: Paste your first-person voice guide
3. In the **bottom box**: Paste your bio
4. Toggle **Enable for new chats** to ON
5. Save

Now every ChatGPT conversation knows your voice from the start.



For Claude Users

1. Click your profile icon > **Settings** > **Profile**
2. Add your bio and voice guide
3. Save

For Other AI Tools

1. Save your voice guide as a file (title it "My Voice Guide - [Your Name]")
2. At the start of each session, share: *"Here's my voice guide. Please write in this style."*
3. Paste your guide before making any content requests

Voice Guide Template

After completing the process, your voice guide might look like this:

I write from [core place - heart/experience/wisdom]. My tone is [qualities]. I believe in [core beliefs about communication].

When I write, I [describe your approach]. I often say things like ["example phrases"] because [why these matter to you].

I start pieces with [your opening style]. I close with [your closing style]. I want readers to feel [desired impact].

My voice is [final description of what makes you unique].

Best Practices

- ✓ **Update quarterly** — Your voice evolves. Refresh your guide every few months.
- ✓ **Test it out** — Ask AI to write a short piece. Does it sound like you? Adjust as needed.
- ✓ **Be specific** — The more detail in your voice guide, the better the output.
- ✓ **Stay true** — Don't sanitize your voice. Your authenticity is your superpower.

Remember This

Your voice isn't just how you write — it's how you connect, how you lead, how you change things. In a world trying to flatten us into templates, protecting your unique voice is revolutionary.

These tools should serve your voice, not replace it. You're not just creating content. You're building legacy. Make sure it sounds like you.

Keep going. The world needs what only you can say. ✨

Created with love for visionaries who refuse to sound like everyone else.