AI OVERWATCH™

Your Free Personal AI Tool Monitoring and Alert System for Muse

A Free Gift From Elliott AI Foundry LLC
Created by Theresa Elliott | US Navy Veteran and AI Educator

HOW TO USE THIS FREE GIFT

Step 1. Download and save this file

Download this file first.
Save it on your device.
Keep it in a safe place.
Find it again before you start.

If you already have a Muse account, skip these steps. Download and run the prompt from the instructions provided.

You can earn your own 1 billion tokens, up to 30 times. Send your referral code to people who would benefit from using Muse.

Step 2. Join Muse and claim your gift

This step is for new Muse users only.

1. Go to muse.ai/join and create your Muse account.
2. Sign in to Muse.
3. Enter this code in Muse Settings within 48 hours after joining:

0PMREA

This is your free code to get one billion tokens at Muse AI.

On iPhone or Android: open the Muse app, open Settings, then tap Redeem token.

On the web at muse.ai: open Settings, then General, then Usage, then Redeem invite code.

Your gift counts only after Muse confirms the code was accepted.

Step 3. Run the prompt in Muse

1. Open Muse and start a new chat.
2. Copy everything between PROMPT STARTS HERE and PROMPT ENDS HERE.
3. Paste the copied text into your new Muse chat.
4. Send the message.
5. Answer one question at a time.

Muse will do the setup work with you in that chat.

PROMPT STARTS HERE

Hi Muse, please help me set up my personal AI Overwatch monitoring system.

Please guide me through a short setup, one step at a time. Please ask me 10 questions, one question at a time, and wait for my answer each time. After the interview, please build my personal watch list, help me sign up for official email alerts from the companies I use, and then ask me to approve a daily morning check that you can run for me here in Muse.

If any feature in this prompt is not available in my Muse account, please say so in one short line, keep the rest of my setup, and finish the setup with the closest option that works. Please do not refuse the whole setup because one feature is missing.

Please follow these rules for our whole setup:

- Use clear, friendly, everyday language that a complete beginner can follow.
- Teach each new idea with one simple, relatable example.
- Let me answer “I don’t know” at any point, and help me work the answer out.
- Match your teaching to my experience level.
- Never ask me for a password, a login code, or a secret API key.

- Never invent an outage, a website link, a feature, or a finished signup.
- Check current information on official company sources before you report it.
- Never claim a signup, a saved file, or a scheduled check is active until you have confirmed it.
- Give every report granularity. A generic warning never counts as a report. For every problem, update, or warning you report, state the specifics a reader needs to understand the item: which tool and which exact service, feature, or component is affected; the provider's own incident or announcement title; what is actually happening, in plain words; who is affected, such as which users, plans, cards, regions, or features; when the item started or takes effect; the current status the provider gives; what the provider says the provider is doing about the item; what the item means for someone like me, including whether I can keep working and which feature I should avoid or use instead; and the official source with the time you checked. If a specific detail cannot be found after you open the provider's full incident or announcement, name the exact detail that is missing and label the report partial. Never fill a gap with a guess, and never let a headline stand in for the details under the headline.
- Do not connect any of my accounts during this setup. If a connection would help later, name it as a separate step I can choose after this setup.
- Do not create any scheduled check until I approve the exact time, time zone, and schedule in my own words.
- Save my finished guide once, at the end of the setup, when I ask you to save it.

PART 1: MY 10 QUESTION INTERVIEW

Please ask each question separately and wait for my answer.

QUESTION 1 OF 10: HOW FAMILIAR ARE YOU WITH AI?

Which answer best describes me?

A. Beginner: I am new to AI or I know only a little about it.

B. Intermediate: I use AI regularly and I feel comfortable with several tools.

C. Advanced: I build apps, use AI agents, write code, or connect AI tools together.

For beginners, explain each idea in simple steps.
For intermediate users, offer useful ways to improve existing workflows.
For advanced users, add technical detail when detail helps.

QUESTION 2 OF 10: MY MUSE ACCOUNT

I am running this setup with you, Muse, so Muse is the first tool on my watch list.

Please help me work out two things in this one question:

1. Am I new to Muse, or have I been using Muse for a while?
2. Is my Muse account free, paid, or am I not sure?

If I am not sure, explain in simple words where I can see my plan in Muse Settings.

Please record my answers. We will use them later, in Part 4, when we set up my daily morning check in Muse.

Please do not discuss plan limits in this question. Finish the interview first, and finish my official email alert signups first.

QUESTION 3 OF 10: WHAT IS YOUR TECH STACK?

Please teach me this term.

Tech stack means the collection of technology tools a person uses.

A tech stack works like a toolbox. A carpenter keeps hammers, saws, and measuring tapes in a toolbox. My toolbox holds the AI tools and apps I use for my work and my daily life.

Even one AI tool means I have started building my tech stack.

Now please ask me:

Which AI tools do you currently use?

Offer examples only if I need help remembering:

- Muse
- ChatGPT
- Claude

- Gemini
- Microsoft Copilot
- Perplexity
- Grok
- AI coding assistants
- AI image or video tools
- Other AI tools I name myself

Do not assume I use a tool because a tool is popular. Record only the tools I name.

QUESTION 4 OF 10: WHAT OTHER APPS DO YOU USE?

Please ask me:

Do you use any other apps or websites to save files, create content, build websites, manage projects, or run a business?

Explain common tool categories in simple words when I need help.

Help me spot other services worth watching, such as file storage, website hosting, email services, project tools, or payment services.

If I do not use any other apps, move on.

QUESTION 5 OF 10: WHICH TOOLS MATTER MOST?

Please ask me:

Which tools would cause the biggest problems if those tools stopped working?

Help me sort my tools into three groups:

Must Have: I depend on this tool.

Important: I use this tool often.

Nice to Have: I can manage without this tool for a while.

Explain that we start official email alert signups with my Must Have tools, because problems with those tools hurt the most.

QUESTION 6 OF 10: HAVE YOUR AI TOOLS EVER ACTED STRANGE?

Please ask whether I have noticed any of these problems:

- Incorrect or confusing answers
- Forgotten instructions
- Repeated mistakes
- Slow responses
- Error messages
- Missing conversations
- Apps freezing or crashing
- Features suddenly changing
- Tasks failing with no clear reason

Explain this key point in simple words:

Sometimes an AI company has a real service problem. Other times, a long conversation, an app update, a weak connection, or a recent model change sits behind the strange behavior. Strange behavior alone does not prove an outage.

Teach me to check official service information before I decide what caused a problem.

One warning sign matters a lot in Muse. A new model release or a model update can change how answers feel for a day or two. More mistakes or made up details right after an update deserve a check of official announcements before I trust or blame my own work.

QUESTION 7 OF 10: WHERE DO YOU SAVE YOUR WORK?

Please ask me:

Where do you save important work from your AI conversations?

Explain why AI chat history should never hold the only copy of important work.

Teach me the term **context rot**.

Use this explanation:

“When an AI conversation becomes very long, the AI may lose track of important details, mix up instructions, or miss information from earlier messages. People often call this context rot.”

Here in Muse, a fresh chat with a short summary often works better than one very long chat. Muse can also save finished work as a file I can download and keep.

Teach me these work saving habits:

1. Create one dedicated project folder.
2. Save important documents outside AI chats.
3. Use clear filenames.
4. Save work often.
5. Keep a backup copy.
6. Write a short project summary I can paste into a new conversation.

Teach me this habit:

Create → Save → Check → Back Up → Continue

Help me choose a storage place that fits my experience level.

QUESTION 8 OF 10: WHAT SHOULD AI OVERWATCH MONITOR?

Please explain each kind of news in simple words:

Outages: A tool stops working.

Slowdowns: A tool runs unusually slowly or unreliably.

AI updates: A company changes an AI model or a feature. Muse model updates and Meta announcements about Muse belong in this group for Muse itself.

Security alerts: A company reports a security concern.

Important changes: A change may affect how I normally use a tool.

Ask me which kinds of news I want to watch.

Recommend broad monitoring for my Must Have tools.

QUESTION 9 OF 10: WHEN SHOULD YOUR MORNING REPORT ARRIVE?

Explain this recommendation:

A short check in the morning, before work starts, helps me plan my day and avoid surprises.

Recommend a time between **6:00 and 8:00 AM** in my time zone.

Muse can run a scheduled check at an exact time I choose, and the report comes back to me here in Muse. Muse does not limit me to a general morning window, so please ask me for an exact time.

Please ask me:

What exact time would you like your daily AI Overwatch report, and what time zone are you in?

Explain the difference between the two kinds of alerts:

Official email alerts arrive when a company publishes an incident.
A daily Muse check looks at official service information at the scheduled time each morning, even on quiet days.

Do not discuss plan limits in this question. Part 4 covers the daily check.

QUESTION 10 OF 10: WHAT HELP DO YOU WANT DURING AN AI PROBLEM?

Please ask me:

When an AI tool has a problem, what help would you like?

A. Explain the problem in simple words.

B. Check official company service status pages.

C. Suggest another tool when another tool fits.

D. Help save or recover my work.

E. Walk me through troubleshooting, one step at a time.

F. All of the above.

Thank me for finishing the interview.

Move straight to Part 2, my personal watch list.

PART 2: BUILD MY PERSONAL AI WATCH LIST

Use my interview answers to build a watch list with these items for each tool:

- Tool name
- What I use the tool for
- Importance group: Must Have, Important, or Nice to Have
- Official service status page
- Official email alert signup, if one exists
- Other official notification options
- Signup progress

Find current official information for each provider before you list a link.

Where a provider offers them, also find official developer announcements, model release notes, and security notices.

Explain the difference between service alerts and regular product announcements. Service alerts report problems. Product announcements report new features or marketing news.

Use only verified official links.

If you cannot check a link live, say plainly which links you could not verify. Never invent a status page, an alert signup, or an outage.

One special case to check first: Muse itself. When this prompt was written, Muse had no public status page and no email alert signup, and official Muse news lived in the Meta Newsroom. Recheck that live for my setup. If Muse still has no status page and no email alerts, record Muse as Not available, list the Meta Newsroom as the Muse announcements source, and explain to me in simple words that this is normal for Muse. Not available for Muse does not mean my setup failed.

PART 3: HELP ME SIGN UP FOR OFFICIAL EMAIL ALERTS FIRST

Complete this part before Part 4. My daily Muse check comes after my email alerts.

Say this to me, in your own warm words:

Great progress. Official email alerts help everyone, on every plan. Many AI and technology companies send official news when a service has a problem. We will sign up for alerts from the companies behind my most important tools first, so important news reaches my inbox directly from each company.

GUIDE ME THROUGH EVERY SIGNUP

Start with my Must Have tools. Cover one provider at a time.

For each provider:

1. Find the official service status page.
2. Confirm whether free email incident alerts exist.
3. Give me the official signup link.
4. Tell me exactly where to click, using current verified instructions.
5. Guide me while I enter my email address on the official website.
6. Explain any email confirmation step.
7. Help me choose the products or alert groups that match my tools.
8. Ask me whether the signup is finished.
9. Record the result.
10. Move to the next provider.

Where a provider offers separate security alerts, developer updates, or release announcements, explain those choices too.

Where official email alerts do not exist, offer official alternatives such as a status page I can check, an RSS feed, or notices inside the provider app. Explain each alternative in simple terms.

Never ask for my password or any confirmation code. I enter those details myself, on the official site only.

Count a signup as done only after I confirm the signup, or after a confirmation email reaches me and I tell you about the email.

MY ALERT SIGNUP CHECKLIST

Use these labels for each tool:

- Not started
- In progress
- Waiting for email confirmation
- User confirmed
- Alternative configured
- Not available
- Skipped

Continue until we cover every relevant tool, or until I choose to stop.

Show my final checklist. Point out any Must Have tool with no finished alert signup. Celebrate my progress with me.

Start Part 4 only after this enrollment walkthrough ends.

PART 4: SET UP MY DAILY MORNING CHECK IN MUSE

Say this to me, in your own warm words:

My official email alerts are underway. Now we will set up the second layer: a daily morning check that you, Muse, run for me.

HOW SCHEDULED CHECKS WORK IN MUSE

Explain these Muse facts in simple words:

- Muse can run a task on a schedule, even while I am not in the chat.
- I choose an exact time and my time zone. A general morning window is not required.
- Muse checks official status pages and official announcements for the tools on my watch list at that time.
- Muse brings the finished report back to me in Muse.
- I can ask Muse at any time to show my scheduled check, change the time, pause the check, or cancel the check.

- A scheduled check is a fresh look at official information at check time. A scheduled check is never proof that a tool gave correct answers that day.

BEFORE YOU CREATE ANYTHING

Show me the exact schedule you plan to create:

- Report name: AI Overwatch Daily Briefing (the scheduled job title in Muse may be a shorter form of this name; the report name and the job title mean the same check)
- Time I chose in Question 9
- My time zone
- Days: every day
- Tools: the tools on my watch list
- Where the report will arrive: here in Muse

Ask me: **"Shall I create this daily check now?"**

Create the scheduled check only after I say yes in my own words.

AFTER I SAY YES

Create one daily scheduled check with the details I approved.

Confirm creation by telling me:

- The schedule you created
- The date and time of the first report
- How I can ask you to change, pause, or cancel the check

Use this label only after confirmed creation:

Automatic Morning Watch Active

IF A SCHEDULED CHECK IS NOT AVAILABLE IN MY ACCOUNT

Say so in one short line. Do not pressure me to buy a subscription.

Remind me that my official company email alerts still protect me.

Then do these three things:

1. Give me the short manual morning check prompt from Part 5, ready to paste into a new Muse chat each morning.
2. Include the manual prompt in my saved guide, in Part 7.
3. Suggest a repeating morning reminder on my phone or calendar, set for the time I chose.

Use this label for the manual option:

Manual Morning Watch Ready

Use this label for confirmed email alerts:

Official Email Alerts Active

List which of the three options are active for me, and name any setup step that still remains.

PART 5: MY DAILY AI OVERWATCH BRIEFING

Use this format for my scheduled morning check, and for any manual check I ask you to run in a new chat.

Run a fresh check of official sources at report time. Base every statement on that check.

MY MANUAL MORNING CHECK PROMPT

Keep this exact prompt in my guide. I paste this prompt into a new Muse chat whenever I want a check run by hand:

“Hi Muse, please run my AI Overwatch morning check now. Check the official status pages and official announcements for every tool on my AI Overwatch watch list, starting with my Must Have tools. For Muse, check official Meta and Muse announcements. Use the Part 5 briefing format with full specifics for every problem, update, or warning, never a generic warning. Report only confirmed information, list your official sources and the time of your check, and never invent an incident.”

AI OVERWATCH DAILY BRIEFING

Date:
Time:
Time Zone:
Last Checked:

Overall Status

Name the state and the specific reason in one line, for example “ChatGPT is up for chatting; one payment problem affects some business Mastercard users.” Never leave the overall status as a bare label such as Working, Having Problems, Down, or Unable to Check with no specific reason after the label.

My Must Have Tools

Report confirmed service problems that affect my most important tools. Say “All clear” for a tool with no confirmed problem.

For every problem, read past the headline. Open the active incident on the status page and report the incident title, which service or component is affected, the incident status (for example Investigating, Monitoring, or Resolved), and the time the incident started, when the page shows those details. A headline alone, such as “experiencing issues,” never counts as the whole report. If the incident details cannot be read, say plainly that the headline was read but the problem details were not captured.

My Other Tools

Mention important incidents or changes only. Give each one the same granularity: the exact service or feature affected, what is happening, who is affected, the current provider status, and what the item means for me.

AI Updates

Summarize relevant model updates, feature changes, or provider announcements with specifics: the exact model, feature, or product named in the announcement; what changed in plain words; who receives the change; when the change starts; and how the change could affect my normal work. For Muse, include official Meta or Muse announcements about new models, model updates, or releases. A line such as “an update was released” with no named change never counts as a report.

Warnings

Explain unusual behavior or suspected problems with specifics: the exact behavior I would see, which tool and feature show the behavior, when the behavior was reported or observed, and the evidence behind the warning. Keep confirmed facts separate from possible causes, and label each one clearly.

What Should I Do?

Give me no more than three helpful actions.

Today's AI Learning Tip

Teach me one short, useful skill.

Official Sources

List the verified official links you checked, with the time of the check.

Keep the report short on a normal day.

Never invent an incident.

Remember this limit: a green status page shows a service is running. A green status page never guarantees correct AI answers.

PART 6: MY SEVEN DAY AI LEARNING JOURNEY

Create seven short lessons that help me feel more confident with AI.

Give me the full list of seven lessons in my saved guide. Offer one lesson each day in our chats when I ask for the next lesson.

Create scheduled daily lessons only if I approve an exact daily time and schedule in my own words. Otherwise, keep the lessons in my guide, ready for me to start any day.

Each lesson needs:

- One simple idea
- One everyday example
- One small practice activity

Match each lesson to my experience level.

DAY 1: MEET YOUR TECH STACK

Learn what a tech stack is and how my tools work together.

Practice: Review my personal list of tools.

DAY 2: RECOGNIZE AI PROBLEMS

Learn how to spot service outages, slowdowns, unusual answers, and error messages.

Practice: Visit one official status page.

DAY 3: PROTECT YOUR WORK

Learn how to save important work outside AI conversations.

Practice: Create a dedicated project folder and save one useful file.

DAY 4: UNDERSTAND CONTEXT ROT

Learn why long AI conversations can become unreliable.

Learn how to write a short project summary with goals, progress, important decisions, and next steps.

In Muse, a short summary lets a fresh chat pick up my work cleanly.

Practice: Create a project summary I can reuse in a fresh conversation.

DAY 5: UNDERSTAND COMPANY ALERTS

Learn how to read service notifications. Learn how to tell an outage notice apart from a routine announcement.

Practice: Review my official email alert subscriptions.

DAY 6: CREATE YOUR BACKUP PLAN

Learn what to do when a most important AI tool stops working.

Practice: Name a safe alternative way to finish one important task.

DAY 7: BECOME AI OVERWATCH READY

Review my tools, my email alerts, my morning check, my saved projects, and my backup plan.

Practice: Complete my personal AI readiness checklist.

Celebrate my progress with me.

Offer weekly follow up lessons if I want to keep learning. Schedule follow up lessons only after I approve an exact schedule.

PART 7: CREATE MY PERSONAL AI OVERWATCH GUIDE

At the end of my setup, prepare one guide I can save and reuse.

Include these sections:

1. My personal tech stack
2. My Must Have tools
3. Official service status links
4. My email alert signup results
5. Any unfinished subscriptions
6. My morning check schedule, or my manual morning check prompt
7. My scheduling status: Automatic Morning Watch Active, Manual Morning Watch Ready, or both
8. My seven day learning journey
9. My work saving routine: Create → Save → Check → Back Up → Continue
10. My backup plan for a tool outage

Use simple headings and clear instructions.

When I ask you to save the guide, create the guide as a real file here in Muse, so I can download the file and keep a copy outside this chat. Tell me the file is ready only after Muse confirms the file exists. Guide me to download and save the file in my project folder.

Never claim a file exists before Muse creates the file.

Save the guide once, at the end. Do not save partial versions during the interview.

PART 8: A PERSONAL THANK YOU FROM ELLIOTT AI FOUNDRY

Instructions for Muse: show this message at the very end, after my setup is complete. Keep both signup links clickable. Do not show this invitation before my setup walkthrough finishes. Present every invitation in this part as a gentle, optional offer, never as sales copy and never as a push. The reader has just finished their setup. Thank them first, ask before you invite, and let each offer stand on its own so the reader can freely say yes or no. Nothing in this part is required to complete the setup, and the reader loses nothing by passing on every offer here.

THANK YOU! 💙

Thank you for spending this time learning how to protect your AI work and stay informed about the tools you use!

I hope your new AI Overwatch™ system helps you feel more confident as you explore everything AI can help you accomplish.

Did you find this AI Overwatch™ prompt helpful?

Would you like more training on AI?

Would AI be helpful in your journey to achieve your biggest goals?

If you answered yes, here is one gentle next step to consider. There is no pressure at all. The choice is yours.

💙 Consider Joining Our 28 Day Action Plan™ Skool Community!

Inside the community, you can receive one-on-one support as you learn.

You will learn AI, build better habits, and make progress toward your biggest goals alongside people from around the world.

Learn more and join here:
https://www.skool.com/28-day-action-plan-6088/about

🎥 If You Like Learning From Videos

Do you enjoy learning AI from short videos?

If this free resource helped you, you are welcome to visit my YouTube channel for more free AI tutorials, tools, and helpful tips.

If you like what you find there, a thumbs up or a subscription helps me reach more people who want to learn AI. Only if that fits how you like to learn.

🚀 One More Option, Only If It Fits

Would you like to learn AI from the ground up, one step at a time?

Our upcoming **28 Days to AI**™ learning experience is being built for exactly that.

If that sounds helpful for your journey, you can join the waitlist to hear when it opens.

If now is not the right time, your AI Overwatch™ system is complete as it is. You can always come back to this later.

If you would like to, sign up here:
https://28daystoai.com

A PERSONAL NOTE FROM THERESA

I'm **Theresa Elliott**, a US Navy veteran, founder of Elliott AI Foundry LLC, and an AI educator.

I started learning AI from zero.

Over the course of just six months, I built and launched my first AI app with paying users.

I also created a Skool community where I now teach people around the world how to use AI while they work toward achieving their biggest goals.

You are warmly welcome to join us, if it feels like a good fit for you.

Keep learning. Keep building. Keep moving forward!

With gratitude,

Theresa Elliott
US Navy Veteran
Founder, Elliott AI Foundry LLC
Creator, 28 Day Action Plan™
28 Days to AI™

BEGIN MY AI OVERWATCH SETUP NOW

Welcome me warmly.

Explain what we will build together in two or three short sentences.

Tell me you will ask 10 easy questions, one at a time.

Explain the order: interview first, personal watch list next, official email alert signups after the watch list, daily morning check in Muse after the signups, then my work saving routine and seven day learning journey.

Promise me a useful monitoring system even on a free Muse account, built from official email alerts plus my manual morning check prompt if a scheduled check is unavailable.

Start with Question 1 of 10 now. Wait for my answer before continuing.

PROMPT ENDS HERE