

Free Automation Starter Kit

5 Tools to Automate Your Business — **Without Coding**

For solo business owners
ready to simplify their systems.



by aiaiaistudio.com

FREE AUTOMATION STARTER KIT

WELCOME!

Hi there, and welcome to your Automation Starter Kit.

If you're a solopreneur, freelancer, or small business owner who's tired of doing everything manually — you're in the right place. This short guide will introduce you to five free, easy-to-use tools that can save you hours every week.

No coding. No overwhelm.
Just smart systems.

Let's get into it.

I'm Oana, founder of aiaiaistudio.com & I help solopreneurs automate and simplify their business using AI and no-code tools — without tech stress.



SUMMARY

Tool #1: Make.com

Tool #2: ChatGPT

Tool #3: MailerLite

Tool #4: Calendly

Tool #5: Notion



WHO IT'S FOR & HOW TO USE IT

Tool #1: Make.com

Use it for: Automating tasks between different apps (e.g. Instagram, Google Sheets, MailerLite)

Example: When someone fills out a form on your site, automatically send them a welcome email, save their data to Google Sheets, and get a notification.

Why it's powerful: You can build workflows visually, like drag-and-drop Lego blocks. It connects with hundreds of apps.

Pro Tip: Use one of their prebuilt templates to get started faster.

Free Plan Available? Yes



WHO IT'S FOR & HOW TO USE IT

Tool #2: ChatGPT

Use it for: Writing emails, Instagram captions, bios, content ideas

Example: Need a product description or launch email? Just ask ChatGPT in your tone of voice.

Why it's powerful: Saves creative energy and helps you be consistent with content.

Pro Tip: Use ChatGPT to rewrite emails, create outlines, and brainstorm offers.

Free Plan Available? Yes (paid Pro version available)



WHO IT'S FOR & HOW TO USE IT

Tool #3: MailerLite

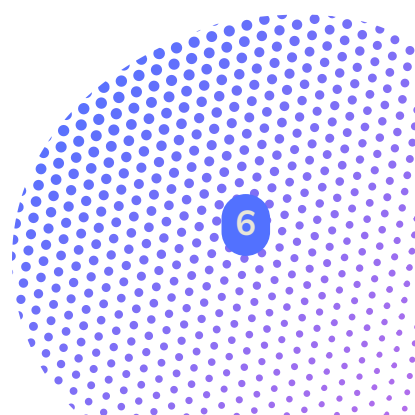
Use it for: Email newsletters, welcome automations, landing pages

Example: Collect emails from your website and send a 3-part welcome email series on autopilot.

Why it's powerful: It has automation, great templates, and lets you build a list easily.

Pro Tip: Start with one opt-in form and one automation — keep it simple.

Free Plan Available? Yes (up to 1,000 subscribers)



WHO IT'S FOR & HOW TO USE IT

Tool #4: Calendly

Use it for: Booking 1:1 calls without the email back-and-forth

Example: Share your link and let clients choose an available time that syncs with your calendar.

Why it's powerful: It saves hours and looks very professional.

Pro Tip: Set custom availability so you never get double-booked.

Free Plan Available? Yes



WHO IT'S FOR & HOW TO USE IT

Tool #5: Notion

Use it for: Organizing your content plan, tasks, client notes, SOPs

Example: Use a content calendar template to plan your Instagram posts monthly

Why it's powerful: All-in-one space to manage your digital business.

Pro Tip: Use toggle lists and templates to stay organized without getting overwhelmed.

Free Plan Available? Yes

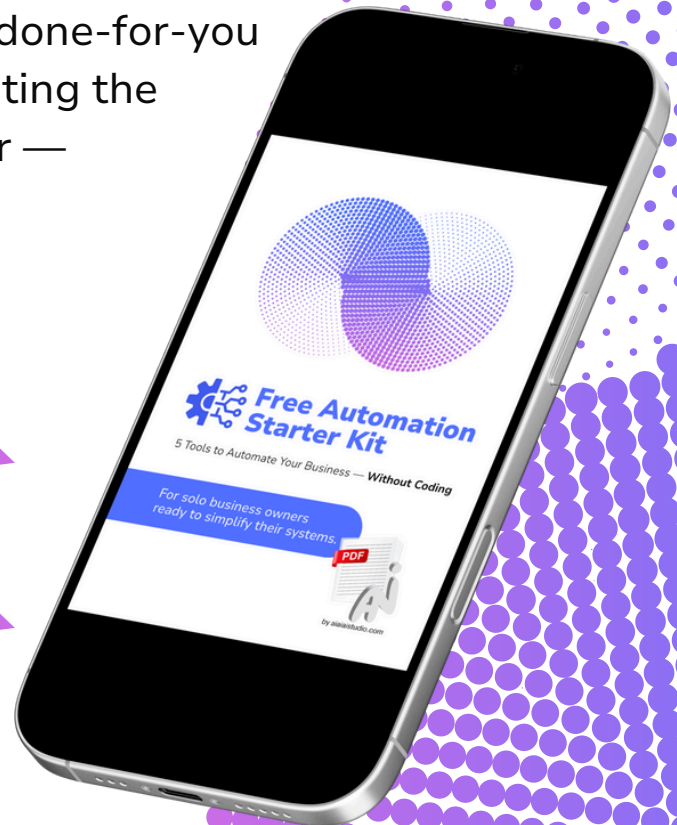


Want Help Putting This Into Action?

I offer 1:1 automation sessions and done-for-you systems. If you want help implementing the tools above, we can build it together — step by step.

[BOOK YOUR STARTER SESSION](#)

[CONTACT](#)



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Based in Vienna – working online globally

Alternativ Handels GmbH
Barnabitengasse 12
1060 Wien

Telefon: +43 676 6036679
Mail: office@aiaiaistudio.com
Web: www.aiaiaistudi.com

