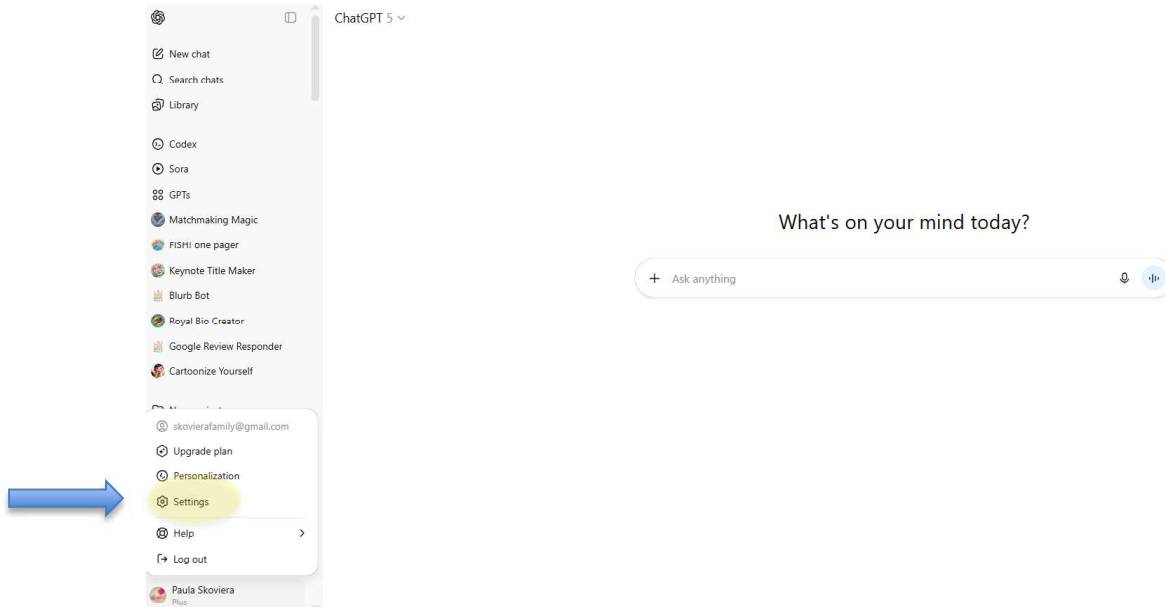


How to Move Your “Brain” from ChatGPT to Claude

STEP 1: Go to ChatGPT and Log In

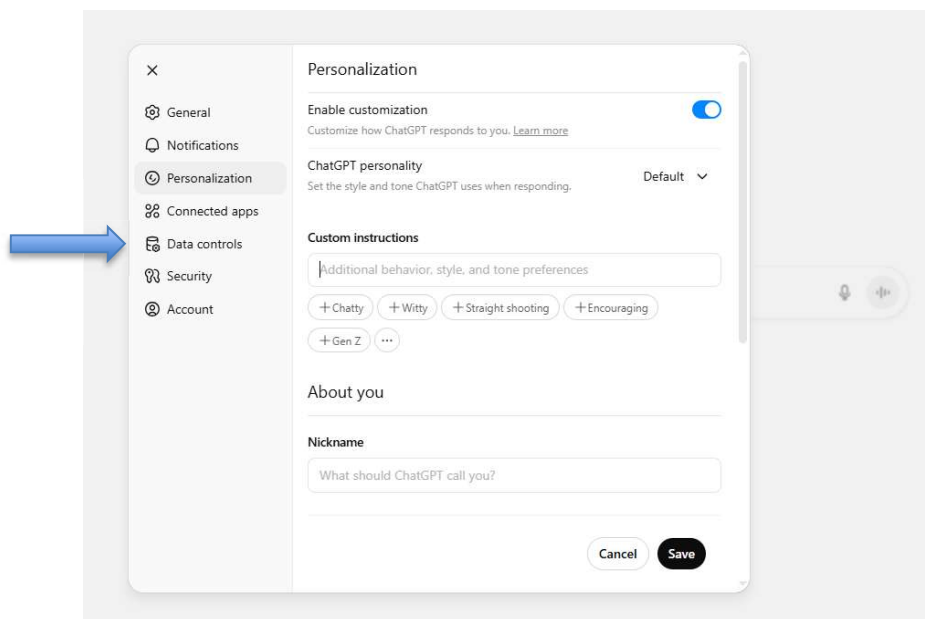
Visit <https://chatgpt.com/>

- Log in to your OpenAI account (or sign up if you don't have one).
- Click on your icon on the bottom left to get the drop-down menu
- Click on Settings



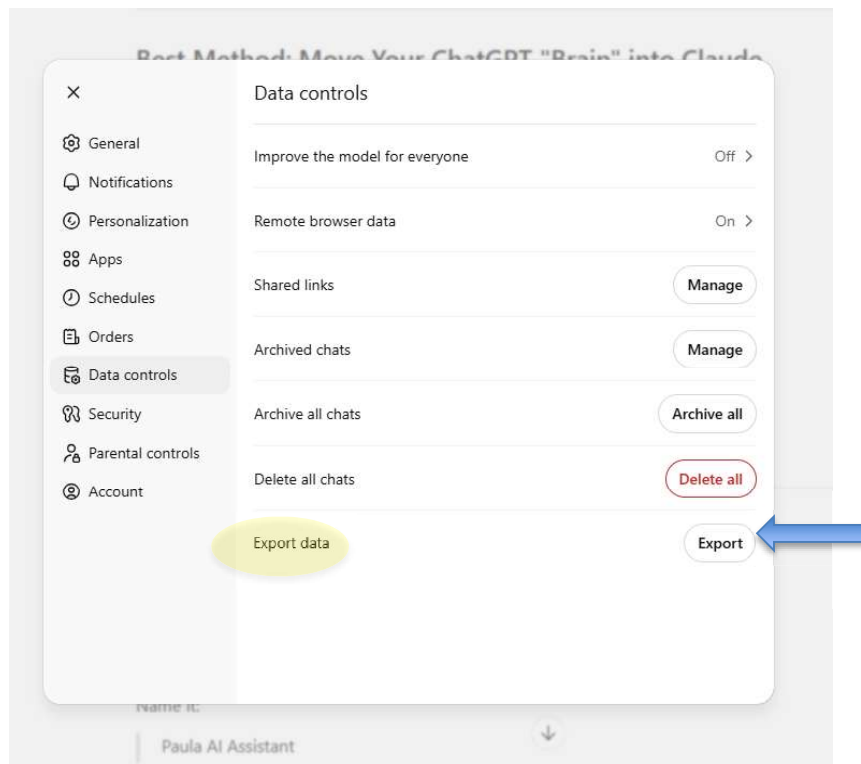
STEP 2: Click "Data Controls"

On the left side of the screen, click the button that says Data Controls



👑 STEP 3: Export Data

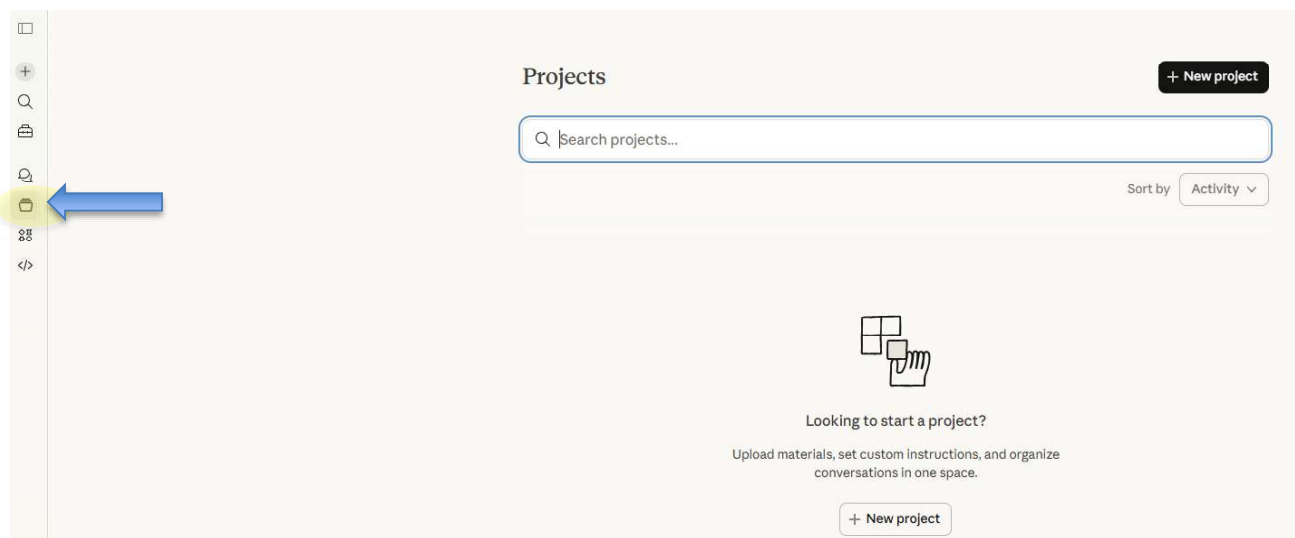
- Click *Export Data*
- Download the file when it arrives by email. This gives Claude your past conversations, writing style and ideas.



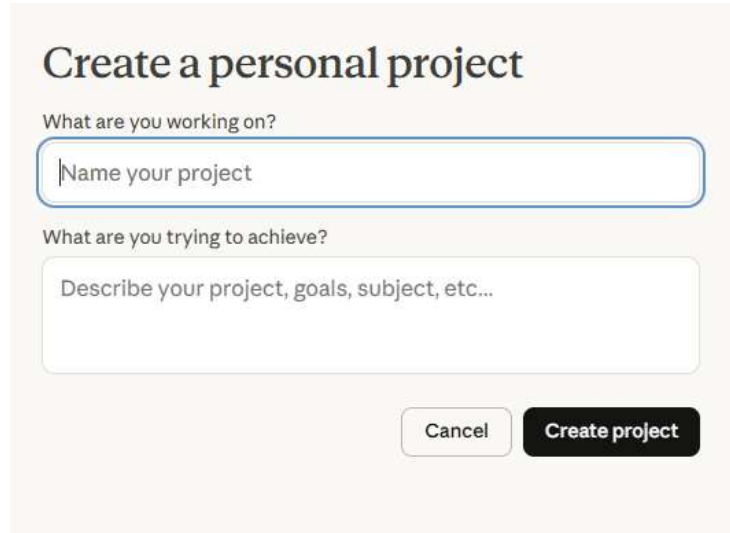
Create Your Personal AI Workspace in Claude

👑 STEP 4: Create a Claude Project

- Open Claude
- Click Projects
- Select *Create Project*



- Name it something like “*My AI Assistant*”



STEP 5: Add Your “Brain File” (Your Instructions)

Copy and paste the following into ChatGPT:

Based on everything you know about me from our past conversations, create a complete AI Brain File that I can use in a Claude Project.

The Brain File should include:

- Who I am
- What I do professionally
- My areas of expertise
- My goals
- How I use AI
- My communication style preferences
- My work style
- My typical tasks
- My audiences or customers
- My known preferences

Also include:

A section called “**How This Assistant Should Behave**” describing how responses should be written.

The Brain File should:

- Be 1–2 pages long
- Be structured with headings
- Use bullet points
- Sound professional
- Be ready to paste into Claude Project Instructions.

Then include:

Step-by-step instructions for using this in Claude Projects.

Build Your Own **Personalized AI Assistant**

— Using Claude Projects —

1. Export Your Chats



Export your chat history from ChatGPT (Optional).

2. Create a Project



Go to "Projects" and create a new project.

3. Add Your "Brain File"



Write your instructions and upload them.

4. Upload Your Files



Upload key files like documents and past chats.

5. Start Chatting



Open your project and ask questions!

PRO TIPS



Keep it Short



Use One Main Project



Add Files Over Time

Create an AI that knows **YOU!**