

FREE CHECKLIST · ELECTRICAL

The 5-Minute Missed-Call Check for Electricians



5 yes/no questions. Find out where calls and jobs slip through, then start on your biggest leak with a free AI prompt.

Check yes or no. Be honest.

1

Do missed callers get a text back within 5 minutes?

Even when you're in a panel or up in a ceiling.

☐ Yes ☐ No

2

Does your after-hours voicemail give a real next step?

Safety first, then when you'll call back or how to reach emergency service.

☐ Yes ☐ No

3

Does whoever answers ask the same questions every time?

Address, what's happening, anything hot or smelling burnt, best callback number.

☐ Yes ☐ No

4

Do unanswered quotes get followed up on a schedule?

Panels, EV chargers, generators: not "when I get around to it."

☐ Yes ☐ No

5

Does every finished job get a review request the same day?

With a direct link to your Google review page.

☐ Yes ☐ No

My yes count: / 5

5 YES**Solid**

Your phone and follow-up have a system. Nice work.

3-4 YES**Some leaks**

A few calls and quotes are likely slipping through.

0-2 YES**Start with the phone**

Use the free prompt on the next page today.

Your free prompt: Missed-Call Text-Back

Copy this into free ChatGPT (chatgpt.com). Gemini works too. Fill in the **[brackets]**. It asks the AI for 4 text-backs (business hours, after hours, weekends/holidays, and a follow-up) that you can load into your phone or software.

No Shop Profile yet? Replace the first line with your business name, services, service area, hours, and after-hours policy.

FREE PROMPT · IDEA 1 FROM THE SELF-EXAM

Paste into free ChatGPT (Gemini works too)

[Paste your Shop Profile]

You are helping a small electrical company text back callers it missed.

Write 4 short text messages (under 300 characters each) that go out automatically when we miss a call:

1. During business hours, when we're on a job
2. After hours, for someone who may have an emergency
3. Weekends/holidays
4. A follow-up 2 hours later if they haven't replied

Rules:

- Start with our business name so they know who's texting.
- Ask them to reply with what's going on (power out, outlet or switch not working, breaker keeps tripping, install quote like an EV charger or generator, other) and their address or ZIP.
- For after-hours, weekends, and holidays: say we're closed, say **[describe our after-hours policy]**, and ask them to reply with what's happening or call **[our emergency line, if we have one]**.
- In the after-hours, weekend, and holiday messages, put this line right after our business name, word for word: "If you see sparks, smoke, or fire, smell burning, someone got shocked, or a power

Test it: call your own business line from another phone and let it ring out. **Safety:** No repair, breaker, or safety advice by text. After-hours messages carry one standard line, word for word: "If you see sparks, smoke, or fire, smell burning, someone got shocked, or a power line is down, get everyone away and call 911. For a downed line, also call your power company."

That's 5 of 12 questions.

The full self-exam has 12, a Fix-It Map, 10 copy-paste prompts, and a 7-day plan.

Get the full Self-Exam →

The 20-Minute AI Self-Exam for Electricians · by Robert Dickson

dicksonbrad.gumroad.com/l/ai-self-exam-electricians

For education only. AI can make mistakes; review every message before you use it. No specific outcome is promised.

© 2026 Robert Dickson / Kairos AI Connect · kairosaiconnect.com