



Originally shared in Susan's [LinkedIn Practice Building Tip of the Day Newsletter](#)

If you've ever found yourself reworking AI-generated content because "it just doesn't sound like me," you're not alone. Fortunately, there's now a simple and effective way to train ChatGPT to reflect your unique voice, tone, and style, so it can support you in a way that actually feels personal and aligned.

This technique is especially helpful for busy professionals who want to save time on writing tasks, whether you're drafting full-length blog posts or just need help responding to client emails, writing LinkedIn posts, or generating course materials.

Here's how to do it:

Step 1: Identify Your Unique Writing Style Using ChatGPT

Before ChatGPT can sound like you, you need to know what your "you" actually sounds like. Here's how to uncover your personal writing fingerprint.

Try this prompt inside ChatGPT:

*"I'm going to paste (or upload) several writing samples. Please analyze them and describe my writing **voice, tone, sentence structure, and vocabulary**. Then summarize the key features of my style so I can use it to train ChatGPT to write like me."*

Then, paste in 3–5 of your typical writing samples. These could be newsletters, client communications, blog articles, or even polished social media posts.

Once ChatGPT gives you a summary of your voice, tone, and style, copy that and move on to Step 2.

Step 2: Add Your Voice Profile to ChatGPT's "Customize GPT" Settings

If you're a ChatGPT Plus user, you can save your voice profile directly in your account to personalize all future interactions.

Here's how:

1. Open ChatGPT and log in.
2. Click your name or the three-dot menu in the bottom-left corner.
3. Select **"Customize GPT"** (or go to **Settings → Personalization**).
4. You'll see two fields:
5. In the first field, briefly describe who you are and what kind of work you do.
Example: "I'm a mediator and legal consultant who communicates in a clear, professional, and approachable tone with legal professionals and clients."
6. In the second field, paste the writing style summary ChatGPT created for you.
7. Save your changes.

From now on, ChatGPT will generate content that's aligned with your voice, whether it's a LinkedIn post, a client email, a bio, or the intro to your next workshop.

Why This Matters for Your Practice

Customizing ChatGPT to write like you isn't just about saving time, it's about creating consistency, professionalism, and trust across all your content. It also means:

- Faster responses to client inquiries
- Polished email drafts that sound like you wrote them
- On-brand social media captions
- Cohesive blog posts or articles with less editing

This is one of the easiest ways to get more from AI without sacrificing your personal brand, and once it's set up, it works behind the scenes to support your practice every day!

Give it a try and let me know what you think - does ChatGPT sound more like you?

To dive deeper into how AI can support, not replace, your work as a legal or dispute resolution professional, don't miss this week's episode of the *Make Money Mediating Podcast*. I break down how the Big Four are leveraging AI to revolutionize their business models and share practical ways you can apply those same strategies in your solo or small firm practice. From research and writing to marketing and pricing, AI isn't the threat, it's the opportunity. Listen now to learn how to make it your most powerful business partner. <https://bit.ly/MMMP-AI-secrets>

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If you are looking for practice support and guidance, consider working with me 1:1. Find more information and book a Strategy Session on Susan's website at <https://susaneguthrie.com>