MICHAEL REIMER.AI

Video Insight Service First-Day Setup Guide

AI INNER CIRCLE • WEEKLY INTELLIGENCE

1	15 minutes	1. 15 minutes: Choose one buyer type and one repeatable video category.
2	20 minutes	2. 20 minutes: Write the single business outcome your review will help clarify.
3	25 minutes	3. 25 minutes: Create a 10-point checklist for reviewing every submitted video.
4	30 minutes	4. 30 minutes: Build a HighLevel form for contact details, video link, context, and desired outcome.
5	20 minutes	5. 20 minutes: Create pipeline stages for submitted, reviewing, delivered, and follow-up.
6	30 minutes	6. 30 minutes: Build the confirmation workflow and explain the next step clearly.
7	25 minutes	7. 25 minutes: Draft a one-page findings template with observations, priorities, and recommendations.
8	20 minutes	8. 20 minutes: Write the report delivery message and one implementation offer.
9	25 minutes	9. 25 minutes: Schedule two follow-up messages for recipients who do not respond.
10	20 minutes	10. 20 minutes: Submit a test video, inspect every step, and correct broken handoffs.