



FREE GUIDE

How to Migrate from ChatGPT *to Claude*

Move your prompts, Custom GPTs, and workflows in under 30 minutes. No technical skills required.

Format	PDF Guide
Pages	4
Time	30 minutes



Why Switch

ChatGPT got you started. Here's why professionals move to Claude.

	ChatGPT	Claude
Writing quality	Often sounds like AI	Natural, sounds human
Long documents	Loses context mid-way	200K context window
Instructions	Drifts from your rules	Follows precisely
Projects	Custom GPTs — limited	Projects — unlimited docs
Integrations	Limited plugins	Gmail, Calendar, Drive, Slack
File creation	Basic	Word, PDF, Excel, PowerPoint
Memory	Forgets often	Persistent across chats

Claude produces better output, handles longer documents, and connects to the tools you already use.



Step-by-Step

Six steps. Under 30 minutes. No technical skills needed.

01 Move Custom GPTs to Claude Projects

Open your Custom GPT > Configure > copy Instructions and download files.
In Claude: Projects > Create Project > paste instructions > upload files.

02 Transfer your best prompts

Remove "Act as" preambles. Be more specific. Use XML tags for structure.
Save reusable prompts as Project instructions instead of pasting each time.

03 Set up Claude Memory

Tell Claude: "Please remember: I'm [name], [role] at [agency]. We cover [area].
Our tone is [X]. Our CRM is [Y]." It remembers across every conversation.

04 Connect your tools

Settings > Integrations. Connect Gmail, Google Calendar, Google Drive,
Slack, and Zapier. No plugins or third-party apps needed.

05 Discover what ChatGPT can't do

Artifacts: interactive docs and apps in-chat. File creation: Word, PDF, Excel.
Web search: real-time data. Skills: reusable instruction files in Projects.

06 Export your chat history (optional)

ChatGPT > Settings > Data Controls > Export. Cherry-pick valuable prompts
and templates into Claude Projects. Start fresh — Claude learns fast.

Migration Checklist

Tick these off and you're done in under 30 minutes.

- 01 Sign up at claude.ai (Pro is £18/month)
- 02 Copy instructions from each Custom GPT
- 03 Create a Claude Project for each one
- 04 Paste instructions + upload files
- 05 Save reusable prompts as Project instructions
- 06 Set up Claude Memory with your context
- 07 Connect Gmail, Calendar, and Drive
- 08 Connect Slack and Zapier (if used)
- 09 Test: write a listing description and compare
- 10 Bookmark claude.ai as your default AI tool

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