

THE WHOLE BOOK - A SNAPSHOT, NOT A PERMANENT LIST

The AI Tools Directory

Organized the way the book teaches it: by job to be done, not by brand name.

By the time you read this, some tools may have changed. The categories are far more durable than any single product name.

General Conversational Assistants

Your core kit. One or two of these covers the large majority of daily tasks.

ChatGPT, Claude, Gemini, Copilot. The most widely used general-purpose assistants.

Perplexity. Built with a stronger emphasis on citing sources for its answers.

Meeting & Productivity Tools

Otter, Granola, and similar apps. Sit in your meetings, transcribe, and produce a clean summary.

Writing & Creative Tools

Gamma. Builds a polished slide deck from a prompt or outline.

Canva AI features. Brings AI-assisted design into a familiar graphic design tool.

Enterprise Agent Platforms

The Colleague Who Can Act category from Chapter 8.

Microsoft Copilot Studio. Lets organizations build agents that automate workflows across Microsoft 365.

Google Agentspace. Helps employees search enterprise knowledge and coordinate agents.

n8n. Orchestrates AI agents, APIs, and business applications into automated workflows.

Salesforce Agentforce, ServiceNow AI Agents. Similar automation built into their platforms.

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Which Bucket Am I Actually Reaching For?

The task I need help with:

Which category above actually fits?

Can a tool I already use handle this, or is this a genuine gap?

Remember the Four-Question Tool Audit

What is the specific job this tool needs to do? What quality does the output need? What time do I have to learn it?
Could my existing tool do this well enough?