

JEDAIFLOW FREE GUIDE

Obsidian AI Vault Starter Guide

A practical setup for turning scattered notes, prompts, AI chats, project plans, and content ideas into one clean command center.

Who this is for

This guide is for creators, operators, freelancers, and small-business owners who are using AI tools but keep losing context. If you have prompts in one app, website ideas in another, project notes in chat history, and old drafts everywhere, your AI is not the bottleneck — your context system is.

The goal: Obsidian should answer three questions fast: What do we know? What matters right now? What should happen next?

The simple vault map

Command Center

Daily dashboard, current priorities, active offers, decisions, and AI handoff briefs.

Projects

One dashboard per active business or content project. Link to final assets, not every messy draft.

Content Engine

TikTok ideas, articles, Substack drafts, free guides, and published archive.

Knowledge Base

Brand rules, offers, prompts, audience notes, agent/team context, and reusable workflows.

Starter folder structure

```
Business/  
  Command Center/  
    Daily Command Center.md  
    AI App Handoff Briefs.md  
  Dashboards/  
    Main Offer Dashboard.md  
    Content Dashboard.md  
  Content Engine/  
    Article Ideas/  
    Free Guides/  
    Paid Products/  
    Published Archive/  
  Knowledge Base/  
    Brand Rules.md  
    Prompt Library.md  
    Offer Notes.md  
  Imports/  
    Raw Archive/  
    Processed/
```

The daily command center template

```
# Daily Command Center  
  
## Top priority  
- The one thing that can create revenue or distribution today.  
  
## Active offers  
- Free guide:  
- Paid product:  
- Service / implementation offer:  
  
## Content to ship
```

- TikTok / short video:
- Article:
- Email / Substack:

AI handoff notes

- What an AI assistant needs to know before editing, posting, coding, or researching.

Done today

- Keep this short. Link details elsewhere.

How to make AI tools use the vault

1. **Do not paste the whole vault into every tool.** Use dashboards and handoff briefs.
2. **Keep public and private context separated.** Sensitive notes should not become article drafts.
3. **Create one brief per job.** For example: "Website Backstory and Build Brief" or "TikTok Content Brief."
4. **Ask the AI to update a work log.** This creates continuity across sessions and tools.
5. **Verify before publishing.** AI can draft and organize. You still review public-facing work.

The content funnel this unlocks

One idea can become a short video, an article, a free guide, an email capture page, and a paid product CTA.

Example:

"I built an Obsidian vault that lets my AI tools share context" → TikTok video → article → free Obsidian AI Vault Starter Guide → GPT-5.5 Playbook / Prompt Pack → done-for-you implementation offer.

Five rules that keep the vault usable

- Store summaries, decisions, dashboards, and final links — not every raw dump.
- Keep generated video/audio/code worktrees outside the vault.
- Use one dashboard per project instead of fifty scattered notes.
- Archive old imports before rewriting them into clean notes.
- Make every public content note include an audience, CTA, and status.

If you want the deeper prompting workflow behind this system, start with the GPT-5.5 Playbook or the AI Money Machine prompt pack at jedaiflow.com/guides/.

Jedaiflow — practical AI systems for builders and operators. This guide teaches the structure; your exact tools may vary.