

A field guide to Claude Cowork

The 9 Skills Plugin

Every skill from the video, broken down deep. How to install, how each one works, when to trigger it, and how to make them all yours.

What This Is

You watched the video. These are the 9 Cowork skills I actually use every single day. I packaged all of them up into one installable file so you don't have to copy and paste nine different things.

This guide walks through every skill in the plugin. What each one does. When to use it. The exact prompts that trigger it. What happens under the hood. And how to tweak them so they fit your work instead of mine.

THE BIG IDEA

One file. One install. Nine skills ready to go. You don't need to know how plugins work. You just drag the file into Cowork and hit install.

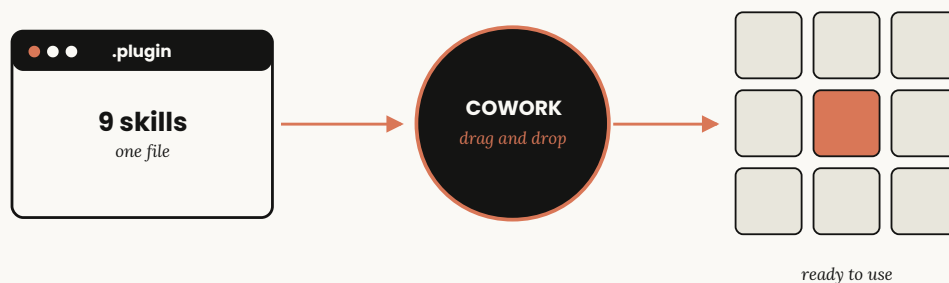


FIG. 01 — One file in. Nine skills out. That's the whole install.

How to Install

1 Download the plugin file

Grab the **plugin** file from the Gumroad page. It's a single file, around 60KB. Save it somewhere you'll remember, like your desktop or downloads folder.

2 Open Claude Cowork

Fire up the Claude desktop app and make sure you're in Cowork mode. You can be in any chat, new or existing. Doesn't matter.

3 Drag the file into the chat

Literally just drag the **.plugin** file from your desktop into the Cowork chat window. Cowork will recognize it, read what's inside, and show you a preview card with all 9 skills listed out.

4 Hit install

Click the install button on the preview card. That's it. All 9 skills are now loaded into Cowork and ready to use. You don't have to restart the app or do anything else.

WORKS ON MOBILE TOO

If you use Cowork on your phone, the same skills work there automatically. Install once on desktop, it syncs to mobile.

How Skills Actually Work

Before we go deep on each one, here's the thing that makes skills useful. Skills don't run all the time. They only load when you say something that triggers them. So having 9 skills

installed doesn't slow Cowork down. Each one is a specialist that shows up when you need it and stays out of the way when you don't.

Every skill has a list of trigger phrases inside it. When you chat with Cowork and your message matches one of those phrases, the skill loads and Cowork uses its instructions to do the work.

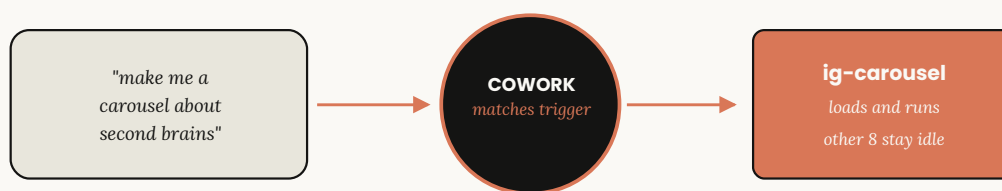


FIG. 02 – You say something. Cowork picks the right specialist. Only that one runs.

Skill 01: dashboard-style

This is the style foundation for every HTML thing Claude builds for you. Dashboards, reports, briefings, visual pages. Without this skill, Claude tends to default to generic white backgrounds and blue buttons. With it, everything comes out looking like it belongs to your brand.

What it does: Sets a locked design system of colors, fonts, and components that Claude applies to any HTML output. Cream backgrounds, warm accents, proper typography, and consistent card patterns.

When to trigger: It loads automatically when you ask for any dashboard, HTML report, briefing page, or visual output. You don't have to call it out by name.

First run: The first time you use it, the skill walks you through a setup where you pick your own brand colors, fonts, and vibe. It saves those into a config file. After that, every dashboard you build uses your brand, not mine.

P R O M P T / T R Y I T

Build me a dashboard showing my video performance for the last 30 days. Pull from my Obsidian notes and style it with dashboard-style.

Under the hood: The skill ships with a locked palette, typography pairing, and component library. Claude references it on every HTML build. If you want to change the look, you edit one file in the skill and every future dashboard updates.

Skill 02: find-skills

Have you ever asked yourself "can Claude do this?" and had no idea how to find out? That's the whole problem this skill solves.

What it does: When you ask a "can Claude do X" question, this skill searches the skill marketplace, checks what's already installed, and gives you a real answer with install instructions if something exists. No more guessing.

When to trigger: Any time you wonder if a skill exists for a task. "Can Claude summarize PDFs?" "Is there a skill for writing SOPs?" "What do you have for meeting prep?" All of those trigger it.

P R O M P T / T R Y I T

Is there a skill that can help me write better YouTube descriptions? If so, how do I install it?

Under the hood: The skill tells Claude to search across both your installed skills and the public marketplace. It returns a short list of matches with names, descriptions, and one-line install instructions. Saves you from scrolling marketplaces manually.

Skill 03: visual-explainer

Some ideas are hard to explain with words alone. This skill turns any concept, system, or plan into a beautiful self-contained HTML page you can open in your browser or send to your team.

What it does: Generates a styled interactive page that visually breaks down whatever you want explained. Useful for explaining how something works, teaching a concept, or giving a team a one-page overview of a project.

When to trigger: When you have something that's easier to show than describe. Process flows, architecture overviews, decision trees, mental models, comparisons.

P R O M P T / T R Y I T

Make a visual explainer page showing how I should think about pricing my freelance services. Break it down into tiers with examples.

Under the hood: The skill pulls in the dashboard-style system for visual consistency. It generates a full HTML page with sections, diagrams, callouts, and visuals. The file is self-contained so you can email it, upload it, or save it as a reference doc.

Skill 04: pdf-guide

This is the skill that built the guide you're reading right now. It's the editorial PDF format I use for every cheat sheet, walkthrough, tutorial, and Skool resource I publish.

What it does: Produces a polished magazine-style PDF with a proper cover page, editorial typography, numbered steps, callout boxes, copy-paste prompt blocks, and inline diagrams. The output looks like something you'd download from a \$500 course, not a Claude chat.

When to trigger: Any time you need a written resource that looks professional. Guides, playbooks, setup docs, cheat sheets, onboarding docs.

P R O M P T / T R Y I T

Write a pdf guide for my clients explaining how to get the most out of our monthly strategy calls. Keep it around 5 pages.

Under the hood: The skill uses a locked design system (cream background, warm accents, Poppins and Lora type) and a Python script that renders your content into a PDF using WeasyPrint. You get consistent professional output every single time without thinking about design.

HEADS UP ON FONTS

The PDF uses Poppins and Lora for its main fonts. They're web fonts, so as long as Cowork has internet access during the render, you're good. If you ever see weird fallback fonts, that's why.

Skill 05: skill-dashboard

If you've installed a lot of skills, you probably have no idea what you actually have. This skill builds a beautiful searchable dashboard that lists every skill and command in your setup.

What it does: Scans your entire Cowork install, reads the description of every skill, and generates an HTML dashboard you can open in your browser. Each skill gets a card with its name, what it does, and where it came from. You can search, filter by category, and click to see details.

When to trigger: When you want a complete inventory of what you have. Especially useful after installing a bunch of new plugin packs and wanting to see what's in there.

P R O M P T / T R Y I T

Build my skills dashboard so I can see everything I have installed in one place.

Under the hood: The skill runs a Python script that walks through your installed skills folder, reads each one's description, and renders a single HTML file. The file is saved to your workspace so you can bookmark it and come back anytime.

Skill 06: skills-audit

The second half of the cleanup duo. Once you know what you have (skill-dashboard), this one tells you what to clean up.

What it does: Audits your Cowork setup for duplicate skills, overlapping tools, broken pointers, and bloat you can safely remove. It gives you a health score between 0 and 100 and the top 3 to 5 actions you should take this week to tighten things up.

When to trigger: Monthly or whenever Cowork starts feeling sluggish. If you've been installing a lot of plugins and you suspect you have duplicates, this skill will find them.

P R O M P T / T R Y I T

Audit my skills and tell me what I should clean up. Focus on duplicates and anything I probably don't need anymore.

Under the hood: The audit reads your skill-dashboard index (so run that first), compares skill descriptions to find overlaps, checks for broken references, and writes an audit.json file that your dashboard renders as a health panel at the top of the page.

RUN THESE TWO TOGETHER

skill-dashboard builds the map. skills-audit reviews the map and flags the problems. Run dashboard first, then audit. You'll get a much better report that way.

Skill 07: end-of-day-summary

The one that makes your days feel like they actually added up to something. At the end of each day, this skill generates a visual report showing what you worked on, what Cowork did for you, and what's still open.

What it does: Reviews the day's work across your Cowork sessions, connectors, and files. Builds a clean HTML report that includes what got done, what's carrying over to tomorrow, and a quick summary of the day's focus. Opens in your browser like a mini newspaper.

When to trigger: Any evening when you want to wrap up and see what you did. Also works great as a scheduled task that runs automatically at 6pm.

PROMPT / TRY IT

Build my end of day summary. Pull from everything I worked on today across my Cowork sessions, my Obsidian vault, and my inbox.

Under the hood: The skill queries your session history, reads any files you created or edited today, and renders a dashboard-style HTML report. It answers three questions: what did you do, what did Cowork do, and what's open for tomorrow.

Skill 08: obsidian-daily-note

Paired best with the SecondBrain setup(if you don't have Obsidian yet, go watch that video first). This skill preps tomorrow's daily note in your Obsidian vault so you wake up to a plan instead of a blank page.

What it does: Generates tomorrow's daily note in your Obsidian vault. Pulls in your calendar for the day, carries forward any unfinished tasks from today, checks your quarterly goals, and flags any recent meeting notes that need follow-up. You open Obsidian in the morning and everything's staged.

When to trigger: At the end of each day, before you close your laptop. Also ideal as a scheduled task that runs at 6pm so your note is ready when you wake up.

P R O M P T / T R Y I T

Generate tomorrow's daily note in my Obsidian vault. Pull my calendar, carry forward open action items, check my Q2 goals, and flag any follow-ups from recent meeting notes.

Under the hood: The skill reads your calendar connector, scans your Obsidian vault for open tasks and recent notes, and writes a new daily note file in your Daily Notes folder with tomorrow's date. Uses Obsidian's linking syntax so your new note ties back to whatever it references.

REQUIRES OBSIDIAN

This one only works if you've already set up an Obsidian vault and pointed Cowork at it. If you haven't yet, the Second Brain guide walks through it in about 15 minutes.

Skill 09: ig-carousel

The one that turns any topic or YouTube video into a premium Instagram carousel. No more staring at a blank Canva template.

What it does: Generates a cinematic cover slide plus content slides for Instagram. Two modes: from scratch (give it a topic) or repurpose mode (give it a YouTube URL or transcript and it pulls out the carousel). Outputs 1080x1350 portrait PNGs ready to upload to Instagram.

When to trigger: When you want to post a carousel. "Make me a carousel about X" or "turn this video into a carousel" both trigger it.

First run: The skill will ask for your Instagram handle, your default call-to-action, and your accent color. It saves those so every carousel you make uses the same branding without you having to repeat yourself.

P R O M P T / T R Y I T

Make an Instagram carousel about the 5 things I wish I knew before I started freelancing. Cinematic style, 6 slides including the cover.

Under the hood: The skill uses AI image generation to create a cinematic cover that frames the whole carousel. Then it generates each content slide inside that same visual world so the whole carousel feels cohesive. All slides save as PNG files in your workspace ready to upload.

Making Them Yours

A few of these skills are tuned to how I work. That's on purpose. They need to be opinionated to be useful out of the box. But you can make them yours in about 5 minutes per skill.

Two places to customize:

1 First-run setup (dashboard-style and ig-carousel)

These two walk you through setup the first time you use them. They'll ask about your brand colors, fonts, Instagram handle, and CTA. Answer honestly and they'll adapt to you from then on.

2 Edit the skill file directly

Every skill has a SKILL.md file inside it. You can open that file and tweak any prompt, instruction, or style rule. Takes about 5 minutes per skill. Makes them truly yours.

P R O M P T / C U S T O M I Z E A S K I L L

Open the SKILL.md file for the pdf-guide skill. Walk me through what each section does and let me tweak the tone and style to match my brand instead of Brock's.

Troubleshooting

1 The plugin won't install

Makesure you're dragging the .plugin file (not a .zip). If your download renamed it, change the extension back to .plugin. Cowork needs that exact extension to recognize the format.

2 A skill isn't triggering

Try being more specific. Instead of "build something," say "build my skills dashboard" or "make a pdf guide." Skills match specific phrases in their description, so the closer your prompt matches those phrases, the more reliably they load.

3 Two skills keep stepping on each other

Run the skills-audit skill. It'll find the duplicates and tell you which ones to uninstall. If you have multiple plugin packs installed, this is almost always the issue.

4 The output doesn't look like mine

That's probably on purpose. Check if the skill has a first-run setup you skipped, or open the SKILL.md file and tweak the style rules. dashboard-style and ig-carousel are the two most opinionated ones.

Do This Today

Pick one. Don't try to use all 9 at once.

01 Install the plugin. Takes 10 seconds.

02 Run skill-dashboard so you can see what you have.

03 Try pdf-guide on something small like a one-page client brief.

If you only do one of those three in the next 15 minutes, you'll already know if this plugin is going to change how you work.

IF YOU GET STUCK

DM me. I read everything. No support ticket system, no forum to post in, no waiting. Just message me and I'll help.
