

Auto-triage your inbox so only humans need human replies

For solo operators running the whole business.

Who this is for

Solo operators and one-person businesses who wear every hat â sales, delivery, admin, and support â and need leverage without hiring a department.

Solo operators lose mornings to newsletters, receipts, and â quick questionsâ .

Suggested stack

Gmail (or Outlook) + filters + one Zapier/Make path for VIP alerts. Primary tools: Gmail filters, Google Apps Script, Zapier.

Do this

1. Create labels: Clients, Money, Ops, Noise. Star only Clients + Money.
2. Filter newsletters and receipts straight to Noise (archive, never inbox).
3. Route emails from paying domains to Clients with a desktop notification.
4. Once a week, empty Noise without reading â if it mattered, they will follow up.

Operator tip

Check email in two windows a day. Automation fails if you keep the tab open all day.

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