Claude Skills

Original post: https://www.linkedin.com/feed/update/urn:li:activity:7458833148806881280

The only Claude skills guide you need:

1. Open the Claude desktop app.
2. Click the Cowork tab at the top.
3. You need a Pro plan ($20/mo). Worth it.
4. Start with this (free) guide: claude-skills.free

→ 0-10 min: Open Cowork. Find the skill-creator.

Select your folder. Opus 4.7 + Extended thinking. Prompt: “Use the skill-creator to help me build a skill for [your most repeated task].”

→ 10-25 min: Answer the interview. Build the Skill.

The skill-creator asks you questions. Be specific.
Useless: “I write reports.”
Skill that works: “Weekly reports, headline metric first, 3 sections max, next steps at the end.”

It generates a folder + SKILL .md with your trigger & instructions. (Be specific or it won't fire)

→ 25-35 min: Run the evaluation.

Claude creates an eval to validate your Skill.
Click “View the eval results” to test before downloading. (Write this once. It runs every time)

→ 35-45 min: Install and test.

Save the Skill folder.
Go to Settings → Capabilities → Skills → Upload.
Type a request that should trigger the Skill.
Download my skills hacks here: claude-skills.free

→ 45-55 min: Iterate and debug.

Try 5 phrasings. Does the Skill fire each time?
Try 3 unrelated requests. Does it stay quiet?
Ask: “When would you use this skill?” It quotes the description back. (You instantly see what's broken)

→ 55-60 min: Browse plugins. Download more Skills

Desktop app → Customize → Personal plugins → Browse plugins.
A plugin = a bundle of Skills. Download & test.
Or go to https://makemyskill.com .

Describe it, download it and upload it.

Pro tip: Always add “Do NOT use for…” lines to your description. Negative triggers matter more than positive ones. Skills are portable. Same SKILL .md works on Claude, Gemini, ChatGPT.

To download all of my other Claude infographics:

Step 1. Go to how-to-ai.guide.
Step 2. Subscribe for free. Don't pay anything.
Step 3. Open my welcome email (most skip this).
Step 4. Hit the automatic reply button inside.
Step 5. Download my infographics from my Notion.
Bonus. Enjoy my best copy-paste prompts, too.

From:
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Last update: **2026/09/20 19:38**