Your Automation Blueprint

The Automation Academy capstone — what runs, what's protected, what's next

What this document is

The written plan of your complete automation system: what runs today, how it stays honest, what never gets automated, and exactly what you want built next — specified so precisely that anyone could build from it: you in six months, a freelancer, or a coach.

The six parts

1 · The system today

Inventory + connection map, from your System Doc.

2 · The trust layer

QC tiers, error log, audit schedule.

3 · The boundaries

The Not-List: never · parked · eliminated.

4 · The build list

Every workflow you want, one spec page each — the heart of the Blueprint.

5 · The 90-day plan

Top 3–5, one at a time, Tier 2 before the next.

6 · Operating principles

Your one-page constitution.

Owner: _____ **Date:** _____ **Quarterly review scheduled:** ■

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Parts 1–3 — assembled from your System Doc

PART 1 — THE SYSTEM TODAY (assets · workflows · rhythms · key connections):

PART 2 — THE TRUST LAYER (tier summary · audit day · current health score):

PART 3 — THE BOUNDARIES (never · parked · eliminated — the short version):

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Part 4 — build list spec page (copy one per workflow) · entry 1

WORKFLOW NAME: _____ **PRIORITY:** ____

THE PROBLEM, IN MY WORDS:

RECIPE (trigger → steps → ★ decisions → done state):

FOUR-STAGE MAP (input + ingredients · AI's job · review ★ checks · output + standard):

TOOL CATEGORY: assistant ■ specialized ■ platform ■ **STARTING QC TIER:** 1 (always)

WORTH-IT MATH (freq × saved vs setup + forever-review + risk):

PATH: build it myself ■ hire it out ■ design it with a coach ■

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Part 4 — build list spec page (copy one per workflow) · entry 2

WORKFLOW NAME: _____ **PRIORITY:** ____

THE PROBLEM, IN MY WORDS:

RECIPE (trigger → steps → ★ decisions → done state):

FOUR-STAGE MAP (input + ingredients · AI's job · review ★ checks · output + standard):

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Part 5 — the 90-day plan · Part 6 — operating principles

The 90-day plan — one build at a time, Tier 2 before the next

#	WORKFLOW	START	MANUAL-UNTIL-BORING ✓	TIER 2 DATE

Part 6 — operating principles (the constitution)

- AI drafts, you decide — judgment stays human at every gate that matters, permanently
- Every money number and promise passes through my hands — the iron rule
- Manual until boring · new workflows start Tier 1 · drafts, never auto-sends
- The transparency test guards the never-list — never automate trust
- Eliminate before automating · review is forever in every worth-it calculation

MY OWN ADDITIONS:

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What to do with this document

Your next steps

- [ ] Assemble Parts 1–3 from the System Doc; write Part 4 to the anyone-could-build-it standard
- [ ] Run the Blueprint assembler prompt; sequence the 90-day plan by payback × confidence
- [ ] Block the first working session for entry #1 within 24 hours — tonight, ideally
- [ ] Schedule the quarterly Blueprint review — 30 minutes, recurring, forever

Keep going (free)

Every lesson of the Automation Academy is free at braintrain-ai-academy.com/automation-academy — problems first, tools second.

WHAT TO DO WITH THIS DOCUMENT

This IS your Automation Blueprint — the document the whole academy was building. Three honest paths for every build-list entry: build it yourself (the academy is your reference manual), hand the spec to a freelancer (a precise spec buys their hands, not their guesswork), or bring it to BrainTrain AI Coach and design each system around your specific situation, step-by-step, with a guide. All three paths start from this same page — and whichever you choose, the design and the judgment stay yours. Congratulations on completing the Automation Academy.