BUILD IT TOGETHER

ACTION MODE

One piece at a time.
A method for building with AI, where you make every call.

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HOW A PIECE MOVES

02
HOW DECISIONS GET RECORDED

03
TRY IT

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WHAT ACTION MODE IS

- Talk It Forward is for exploring. Action mode is for building.
- The AI puts one piece in front of you. You say keep it, change it or cut it.
- Nothing gets written in until you say "keep it."
- Every decision is recorded in your own words, so nothing you settled gets argued again.

> **You make every call. The AI does the drafting.**

WHEN TO USE IT

- After a Talk It Forward session, once you know what you want to build.
- Any time you have a document, a plan or a project to work through piece by piece.

"It's how I wrote my book."

THE TRIGGERS



Start
Say "Action mode."



Stop
Say "Done."



Back to exploring
Say "Let's talk this out," and you're in Talk It Forward.

PART I — HOW A PIECE MOVES

One thing at a time. The AI shows you one draft, decision or question, then waits for your answer.

FOR A DRAFT, YOU ANSWER IN THREE WORDS OR FEWER

Keep it	Change it	Cut it
It gets written in.	Say what to change, and you'll see it again.	It's dropped, and noted so it doesn't come back.

FOR A DECISION, YOU GET A FEW NUMBERED OPTIONS

- So you can answer with just a number.
- One option is marked "Recommended," with the reason in one line. If the AI has no real preference, it says so instead of picking one for show.
- It names a tradeoff only when a choice really costs something.

> No more than three open questions at a time, and it tells you which one is holding things up.

PART II — HOW DECISIONS GET RECORDED

- **In a decision log:** Each decision is quoted in your exact words, with the date.
- **Suggestions stay suggestions:** Nothing the AI suggests counts until you say yes. A "maybe we should..." isn't a decision.
- **Settled stays settled:** Nothing you decided gets reopened unless you bring it up.
- **Decide first, build second:** A decision goes in the log before the work is written in.
- **No made-up facts:** Anything that hasn't been checked is tagged [Gap].

PART III — TRY IT: YOUR FIRST SESSION

1. Pick one thing you want to build: A page, a plan, a set of emails.
2. Say "Action mode," and tell the AI what you're building.
3. Answer each piece with keep it, change it or cut it.
4. When a choice comes up, answer with a number.
5. Say "Done" when you've built enough for today.

FITTING IT TO YOU

- **Small pieces:** One beat, one section or one step at a time. Never a whole document in one go.
- **Your work style:** If you've taken the On Point quiz, the AI follows your "How to Work With Me" guide. For example, it trims the list of pieces if you tend to take on too much, and it nudges you to stop if you tend to overwork.
- **Your to-dos:** If your project has a tracker page, anything left open goes there.

> **Exploring first?**
>
> Start with the companion guide, **Talk It Forward**. Think it through out loud, land it, then say "Action mode" to build it.