

Morning Intelligence Agent Launch Pack

Scope, source, test, and review a bounded trend-watching workflow before live automation.

Course: <https://flowgrammer.ca/courses/morning-intelligence-trend-watching-agent>

Complete one section after each lesson. Keep assumptions, fictional fixtures, and live evidence separate. The real canary remains unrun until scope and spend are explicitly approved.

1. Agent charter

Define the audience, decision, scope, cadence, destination, and prohibited actions.

A useful intelligence agent improves a named review decision. It does not promise complete coverage or prediction.

Reader and briefing decision

Topic band, lookback, run time, destination

Decision or record	Evidence or rule	Owner	Status / next action

[] Scope is bounded [] External actions prohibited

2. Source policy and watchlist

Approve public sources, lanes, freshness rules, and failure treatment.

Discovery helps you find candidates. A material claim needs a retrievable source that actually supports it.

Source lane and exact source

Claim type, verification rule, failure treatment

Decision or record	Evidence or rule	Owner	Status / next action

[] Five to ten sources [] Primary-source preference

3. Collection configuration

Set reviewed queries, execution caps, secret handling, and stop rules.

The browser or prompt never gets to weaken a server-side cap, provider allowlist, or prohibited action.

Exact query or URL set

Provider, caps, timeout, charge ceiling

Decision or record	Evidence or rule	Owner	Status / next action

☐ No automatic paid retry ☐ Private data excluded

4. Evidence and normalization contract

Define raw retention, stable IDs, dates, unknowns, and deduplication.

Missing evidence stays missing. It never becomes false, zero, unpopular, irrelevant, or low value.

Required raw and normalized fields

Stable key, duplicate pointer, reconciliation

Decision or record	Evidence or rule	Owner	Status / next action

☐ Raw saved first ☐ Unknown stays unknown

5. Trend ranking rubric

Rank review priority without hiding evidence quality or uncertainty.

A useful ranking explains a review order. It does not convert weak evidence into market truth.

Criterion, anchor, maximum, evidence

Confidence, conflict, recommendation label

Decision or record	Evidence or rule	Owner	Status / next action

[] Rubric versioned [] Every point cites evidence

6. Morning report contract

Design the concise report, detail view, reconciliation, and delivery state.

The concise view may hide detail initially, but it may not sever a conclusion from its evidence or uncertainty.

Report section and required fields

Destination, success proof, failure state

Decision or record	Evidence or rule	Owner	Status / next action

☐ Outputs reconcile ☐ Recommendations labelled

7. Tests, schedule, and launch

Define fixtures, approval-dependent canary, operations, and next decision.

A passing design supports a controlled canary. It does not prove live reliability, complete coverage, or business impact.

Fixture, expected result, critical gate

Schedule, owner, fallback, pause authority

Decision or record	Evidence or rule	Owner	Status / next action

[] Canary unrun [] Missed runs visible

8. Capstone rubric and critical gates

Grade the complete launch pack before any real canary.

Criterion	0: missing	1: partial	2: inspectable	Score

Criteria: charter; source policy; collection controls; evidence contract; ranking rubric; report contract; tests and operations.

Pass at 12 of 14 with no zero. Critical gates must all pass: bounded scope, raw traceability, evidence honesty, visible failure states, and no unauthorized external action.

Decision: repair, approve a controlled canary, pause, or stop. Record approver and conditions.