

Choose a useful next step

W0–W9 are reusable references, not a sequence or memorisation task. Introduce a workflow when it addresses an actual difficulty.

ID	Workflow and trigger	Input → main steps → returned artefact	Human decision and exit
W0	Select and adapt a workflow. A task or obstacle requires a next move	Input: Current goal and difficulty 1. Identify missing control or information. 2. Select/adapt a workflow, optionally with AI. Output: Workflow card and next action	Human approves the scope and expected return; select a direct action if no sub-workflow is useful
W1	Reflective improvement. An existing artefact needs review	Input: Fixed artefact, brief, criteria, evidence 1. Run W2 or W5. 2. Make human revision decisions. 3. Run W6. Output: Revised artefact and verification record	Human decides which findings warrant action and whether to accept the revision, repeat a bounded step, or stop
W2	Review against criteria. An artefact needs to be assessed	Input: Artefact version, criteria, source pack 1. Open a fresh reviewer session. 2. Inspect and link findings to evidence. Output: Review report	Human checks the findings; reviewer does not edit the original; insufficient evidence is a valid result
W3	Clarify a criterion or evidence gap. The current review cannot be justified	Input: Named ambiguity or missing evidence 1. Ask targeted questions. 2. Obtain human clarification or supplied evidence. Output: Approved clarification note	Return to the paused step; if unresolved, defer the affected judgement rather than invent a basis
W4	Specify roles and prompts. A missing perspective or unclear responsibility obstructs the work	Input: Task, difficulty, existing criteria 1. Ask AI to propose bounded roles, inputs, outputs, and prompts. 2. Inspect against the actual need. Output: Approved role cards	Human rejects decorative or redundant roles and fixes each role's authority

UNIT 6 · WORKFLOW OVERVIEW

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W5	Combine reviews and reconcile changes. Complementary or conflicting perspectives matter	Input: Same artefact version and evidence 1. Run W2 separately for each perspective. 2. Save separate Markdown reports or proposed edits. 3. Run a consolidation session. Output: One proposed revision plan	Human accepts/rejects/defers each material change; unresolved conflicts remain visible; then return to W1
W6	Edit accepted changes and verify. A revision plan has been approved	Input: Baseline, accepted changes, sources 1. Run a bounded editing session to produce a revised version. 2. Verify separately against criteria and evidence. Output: Revised version and change record	Human keeps or rejects changes based on the check; an increased judge score alone does not establish improvement
W7	Prepare evidence for human judgement. A person needs to inspect and decide	Input: Decision question 1. Specify evidence requirements. 2. Have AI extract, align, and present evidence with locations and gaps. 3. Have the human inspect originals and judge. Output: Decision record	Human identifies the weakness and action; initially no AI verdict, score, ranking, or proposed edit
W8	Capture workflow evidence. A person needs to diagnose a process	Input: Decision question and process 1. Ask what observations would distinguish possible problems. 2. Design a minimal log. 3. Run or inspect a prepared trace. Output: Evidence pack for W7	Human checks coverage and missing observations; do not infer a cause the trace cannot distinguish
W9	Support human review across cases. Several artefacts require comparable inspection	Input: Case IDs, originals, shared criteria 1. Repeat W7 preparation. 2. Inspect representative and ambiguous cases. 3. Adjust the view. 4. Prepare a small batch. 5. Record human decisions. Output: Human decision records	Keep links to originals, missing evidence, and pending decisions; processing more cases does not validate the evidence extraction