

Direct, Don't Prompt

One Hour to Agents · Apply-It Worksheet · OPTIMUS

Direct, Don't Prompt

Hour 1's last rung: stop prompting, start directing. A prompt begs a machine for output; a direction briefs a colleague on an outcome. This sheet audits how you actually talked to your agents this week.

Scope: one coffee. 8-12 minutes, a pen, one real situation. No hypotheticals.

1 · The situation

Paste (or copy by hand) ONE real prompt you gave an agent this week — the messier the better.

2 · Apply the framework

My prompt, verbatim:

Rewrite it as a DIRECTION — outcome first, context second, taste last (“Lead with the outcome. It’s for X. Make it punchy, no filler.”):

The new-hire test — could a sharp new hire act on your direction without a follow-up question? ☐ Yes ☐ No — what’s missing: _____

Which rung did you skip this week? ☐ Talked instead of typed ☐ Made it produce a real asset ☐ Used a Skill ☐ Commanded the team ☐ Directed revisions by voice

3 · What changes now?

One concrete action, small enough to start **today**. Re-run this week’s real task with the direction version — same task, new briefing — and compare outputs.

I will: _____

By (date): _____

4 · Where else does this apply?

Name the *next* place in your work the same framework fits. (This is your seed for next week.)

Finished this? Next time you land in the portal, the recommender will surface your next series. Keep the sheet — revisit it next week and see what moved.