



MindFlow AI Training Prompt Library (v1.0)

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System: MindFlow Automated Systems

Version: 1.0

Use Case: Train AI and team members to interpret construction process videos, generate SOPs, identify RFIs, and automate workflows.



Section 1: Prompt Library Document (SharePoint / Knowledge Base Format)

1. SOP Extraction Prompts



Full SOP Generator

Purpose: Convert video transcripts into structured SOPs.

Prompt:

You are a MindFlow Process Analyst specializing in construction workflow documentation.
Read the transcript below and produce a Standard Operating Procedure (SOP) in this format:

```
# SOP Title
## Objective
(Single sentence explaining purpose)
## Key Steps
[List steps with timestamps and screenshots]
## Decision Rules
[List logic-based or conditional decisions]
## Acceptance Criteria
[Checklist of measurable completion standards]
## RFI & Coordination Notes
[List open questions or uncertainties]
## Artifacts
[List files, logs, or exports referenced]
## Source
[Link to Loom video + timestamps]
```

SOP Delta Generator

Purpose: Compare two process versions and summarize differences.

Prompt:

Compare the two transcripts or SOPs below.
Output a Process Delta Summary:

- Steps added
- Steps removed
- Logic or hardware updates
- RFI implications

2. Logic & Rule Extraction Prompts

Decision Rule Extractor

Purpose: Identify rule-based construction logic.

Prompt:

Extract all IF-THEN logic statements from the transcript.
Group by:

- Structural Rules
- Material Rules
- Hardware Rules
- Waste Factor Rules

Parameter Table Builder

Purpose: Build a variable matrix for automation.

Prompt:

Extract all measurable variables (spacing, thickness, material type).
Output as:

	Category		Parameter		Value		Unit		Notes	
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3. Quality & Compliance Prompts

🤖 SOP Audit Checklist

Purpose: Review generated SOPs for accuracy.

Prompt:

```
You are a MindFlow QA Auditor.
Check:
- Completeness of steps (≥90%)
- Timestamp coverage (≥80%)
- Logic correctness
- MindFlow formatting
Score out of 100 and provide corrections.
```

🤖 Consistency Validator

Purpose: Ensure SOP terms match MindFlow conventions.

Prompt:

```
Validate consistency:
- Folder naming: 1704 Exterior Unit / Interior Unit
- Hardware naming: HUS210 / LUS210 / LSSR
- Structural naming: Pony Wall / Half Wall
Suggest corrections.
```

4. RFI & Communication Prompts

🤖 RFI Generator

Purpose: Identify items needing clarification.

Prompt:

```
Find all uncertainty statements in transcript or SOP.
Output table:
| Plan | Sheet | Detail | Question | Assumption | Status |
```

Clarification Summary

Purpose: Aggregate RFIs from multiple SOPs.

Prompt:

Combine all RFI items across SOPs.
Group by category (Structural / Material / Hardware).
Remove duplicates and create Coordination Log.

5. Automation Mapping Prompts

Automation Opportunity Detector

Purpose: Identify repetitive tasks suitable for automation.

Prompt:

Identify SOP steps that can be automated.
Output:
| Step | Manual Action | Automation Candidate | Suggested Tool |

Script Draft Generator

Purpose: Convert SOP steps into executable pseudocode.

Prompt:

Convert process into automation pseudocode.
Output logic outline + example Power Automate or VBA code.

Section 2: Power Automate-Compatible Flow (Automation Layer)

Flow Name: MindFlow SOP Generator

Trigger: When new Loom video or transcript is added to "Training Videos" folder

Steps: 1. **Extract Transcript** → Use AI to convert speech to text. 2. **Run Prompt 1A (Full SOP Generator)** → Generate SOP markdown. 3. **Save SOP to SharePoint:** `/MindFlow/SOP Library/{Project}/{Phase}` 4. **Trigger Prompt 2A & 4A:** Extract Decision Rules + Generate RFIs. 5. **Compile Output:** Save SOP.md, LogicRules.json, RFIs.csv to project folder. 6. **Notify Reviewers:** Email summary + SharePoint link.

Flow Name: MindFlow QA Validator

Trigger: When SOP is published. - Run Prompt 3A (SOP Audit) - Run Prompt 3B (Consistency Validator) - Output QA_Report.md and push feedback to Teams.

Flow Name: MindFlow Automation Finder

Trigger: When SOP approved. - Run Prompt 5A (Automation Detector) - Log automation opportunities in Power BI dashboard.

Section 3: Reusable Prompt Cards (For ChatGPT / Claude / Gemini)

SOP Builder Card

Use: Turn a transcript into a MindFlow SOP.

Input: Transcript or video summary
Goal: Create an SOP following MindFlow's structure and style
Include: Objective, Steps, Decision Rules, Acceptance Criteria, RFIs, Artifacts
Output: Markdown document

Logic Extractor Card

Use: Pull all engineering or structural logic.

Input: SOP or transcript
Goal: Extract IF-THEN rules grouped by type
Output: JSON or Markdown table for Estimator Toolkit

RFI Builder Card

Use: Summarize all questions and clarifications.

Input: SOP or meeting notes
Goal: Generate RFI table with assumptions
Output: CSV or Markdown Table

Automation Finder Card

Use: Identify what can be automated.

Input: SOP text
Goal: Flag manual actions → suggest Power Automate / VBA opportunities
Output: Table with automation mappings

QA Reviewer Card

Use: Audit for quality and formatting.

Input: SOP draft
Goal: Review completeness, logic accuracy, and consistency
Output: Scorecard (100-point scale) + corrections

Deployment Summary

Use Case	Prompt Category	Output	Destination
Transcript → SOP	1A	SOP.md	SharePoint Library
Rule Extraction	2A	LogicRules.json	Estimator Toolkit
QA Audit	3A	QA_Report.md	Internal Docs
RFI Generation	4A	RFIs.csv	Logs Folder
Automation Mapping	5A	AutomationMap.csv	MindFlow Automations

Next Development Phase

1. Integrate all prompt chains into a **MindFlow AI Trainer** Power Automate flow.
2. Embed prompt cards into SharePoint pages for quick access.

3. Build prompt chaining API between ChatGPT ↔ Power Automate for automated SOP generation.
 4. Link outputs to your **Estimator Toolkit** and **Knowledge Graph** modules for continuous learning.
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Result: Every video → structured SOP → automation opportunities → AI retraining loop.
This closes the loop between *training, documenting, and automating* the ReadyFrame estimating system.