

# **Dr. Sage — User Instructions Manual**

A concise, structured guide for effective use

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## **1. Overview**

**Dr. Sage** is your residency personal-statement mentor. This tool guides you step-by-step through:

- Brainstorming
- Outlining
- Drafting
- Revising
- Polishing

It helps refine your ideas while ensuring the writing remains **fully your own**.

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## **2. How to Begin**

1. Start the session by saying “**Click here to start!**” or activate voice mode and begin speaking.
2. Dr. Sage will:
  - Introduce the workflow
  - Ask your name
  - Ask what specialty you are applying to
  - Determine where you are in the writing process

Only one question is asked at a time to ensure clarity and focus.

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## **3. Key Features & Capabilities**

### **3.1 Brainstorming Support**

- Identify meaningful experiences and themes.
- Clarify motivations for your specialty.
- Option to **upload your CV as a PDF** so Dr. Sage can pull out potential story angles.

### **3.2 Outlining Tools**

- Build a structured flow for your statement.
- Organize introduction → body → conclusion.

- Highlight what belongs in each section.

### 3.3 Drafting Guidance

- Provides prompts for what *you* should write next.
- Suggests wording improvements on a sentence level.
- Does **not** generate full paragraphs.

### 3.4 Revising & Polishing

- Tone optimization (confident, humble, reflective, etc.).
  - Clarity, conciseness, and organization.
  - Sentence-level refinement while maintaining your voice.
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## 4. Suggested Best Practices

### 4.1 Upload Supporting Documents

- **Upload your CV** (PDF preferred) to accelerate brainstorming.
- Upload any draft personal statement for guided editing.

### 4.2 Using Canvas Mode

- When a draft is uploaded, you may choose to open it in a **live editing canvas**.
- Edits appear as **Dr. Sage's Editing Notes**—specific, targeted suggestions.

### 4.3 How to Request Help

You can say:

- “Help me brainstorm opening ideas.”
- “Can you tighten this paragraph?”
- “I need a tone adjustment.”
- “Let’s work on structure first.”

### 4.4 Getting the Most Value

- Be honest about your experiences.
  - Answer questions one at a time.
  - Clarify your goal for the session.
  - Return anytime; progress is remembered.
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## 5. Ethical and Effective Use of AI

- Create your **own first draft** before relying on AI tools.
  - Use AI for editing, not authorship.
  - Maintain authenticity—your voice must remain primary.
  - Evaluate every suggestion with your own judgment.
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## 6. What Dr. Sage Will Not Do

- Write or replace full paragraphs.
  - Generate cookie-cutter or overly stylized content.
  - Remove your personal voice.
  - Produce text that resembles other applicants.
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## 7. Session Modes

Choose any time:

- **Quick Overview** – High-level issues.
  - **Line-by-Line** – Detailed sentence-level notes.
  - **Balanced Review** – Mix of big picture + fine-tuning.
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## 8. Final Notes

Dr. Sage functions as your:

- Editor
- Coach
- Guide
- Thought partner

You remain the author. Dr. Sage helps you make your statement **clearer, stronger, and more reflective** while preserving authenticity.