

idsideAI Instruction Manual v4.1 — Decision Model Edition

Welcome to the Decision Layer for AI

idsideAI transforms how you interact with AI by turning every conversation into a reusable Decision Model. This guide will help you master the platform and unlock the full potential of AI decision intelligence.

Getting Started

1. Account Setup

- **Sign up** at idsideAI.com with your email
- **Choose your plan:** Start with Free (20 requests/day) or Pro (£2.50/month)
- **Connect AI providers:** Link your OpenAI, Anthropic, or Google accounts
- **Complete onboarding:** 5-minute tutorial on Decision Models

2. Your First Decision Model

Step 1: Start a Conversation - Click "New Decision" in the main interface - Type your question or decision challenge - Select which AI model to use (or let idsideAI choose)

Step 2: Build the Decision Graph - As you interact with AI, idsideAI automatically creates nodes - **Decision nodes** (blue hexagons) represent your main choices - **Option nodes** (rounded rectangles) show alternatives - **Evidence nodes** (circles) capture supporting information - **Risk nodes** (amber ovals) highlight potential issues

Step 3: Save as Decision Model - Click "Save as Model" when your decision is complete - Add a descriptive title and tags - Choose privacy settings (Private, Team, or Public) - Your Decision Model is now reusable!

Core Features Guide

Decision Graphs Visualization

Understanding Node Types: - **Decision (Hexagon):** Your main decision point - **Option (Rounded Rectangle):** Available choices - **Evidence (Circle with Ring):** Supporting data with confidence levels - **Risk (Oval):** Potential risks with severity indicators - **Constraint (Square):** Limitations or requirements

Edge Relationships: - **Solid Blue:** Direct consideration - **Dashed Blue:** AI-suggested connection - **Green:** Supporting evidence - **Orange:** Risk relationship - **Bold Green:** Chosen path

AI Orchestration

Smart Provider Selection: - idsideAI automatically chooses the best AI for each task - Override with manual selection if needed - Cost optimization across providers - Performance tracking and recommendations

Multi-Model Conversations: - Use different AIs for different parts of your decision - Compare responses across models - Synthesize insights from multiple sources

Decision Model Library

Personal Library: - All your Decision Models in one place - Search by title, tags, or content - Filter by date, complexity, or outcome - Quick access to frequently used models

Reusing Decision Models: - Click any saved model to reuse the logic - Modify inputs while keeping the structure - Create variations for similar decisions - Build on previous decisions

Collaboration Features (Team Plans)

Shared Decision Models: - Invite team members to collaborate - Real-time editing and commenting - Version control and change tracking - Approval workflows for important decisions

Team Library: - Access shared Decision Models - Contribute to team knowledge base - Standardize decision processes - Learn from colleagues' approaches

Advanced Features

Compare Mode

- View before/after snapshots of decisions
- Track how your thinking evolved
- Analyze decision quality over time
- Share decision evolution with stakeholders

Why Export

- Generate narrative explanations of decisions
- Include evidence sources and citations
- Create audit-ready documentation
- Export as PDF for compliance

Analytics Dashboard

- Track your decision patterns
- Monitor AI usage and costs
- Identify most valuable Decision Models
- Measure decision outcomes

Best Practices

Creating Effective Decision Models

1. Start with Clear Questions - Define the decision you need to make - Identify key stakeholders and constraints - Set success criteria upfront

2. Gather Comprehensive Evidence - Use multiple AI models for different perspectives - Include quantitative and qualitative data - Document sources and confidence levels - Consider contrary evidence

3. Structure Your Thinking - Break complex decisions into smaller components - Use the Decision Graph to visualize relationships - Connect evidence to specific options - Identify and assess risks

4. Document Your Reasoning - Add context and assumptions - Explain why you chose certain paths - Include lessons learned - Make it reusable for future decisions

Collaboration Guidelines

Team Decision Models: - Assign clear roles and responsibilities - Set deadlines for input and feedback - Use comments for discussion - Document final decisions clearly

Knowledge Sharing: - Tag models for easy discovery - Write descriptive titles and summaries - Share successful decision patterns - Create templates for common decisions

Troubleshooting

Common Issues

AI Provider Errors: - Check your API key connections - Verify account credits/limits - Try alternative providers - Contact support if issues persist

Decision Graph Problems: - Refresh the page to reload - Clear browser cache - Check internet connection - Use simplified view for complex graphs

Collaboration Issues: - Verify team member permissions - Check sharing settings - Ensure all users have compatible plans - Use comments to communicate problems

Getting Help

In-App Support: - Click the help icon (?) for contextual guidance - Use the search function to find specific features - Access video tutorials from the help menu

Community Resources: - Join the idsideAI user community - Share tips and best practices - Learn from power users - Contribute to feature discussions

Direct Support: - Email support@idsideai.com for technical issues - Use live chat for urgent problems - Schedule training sessions for teams - Request custom features or integrations

Tips for Success

Maximizing Value

- 1. Start Small** - Begin with simple, low-stakes decisions - Learn the interface and features gradually - Build confidence before tackling complex choices
- 2. Be Consistent** - Use idsideAI for all significant decisions - Develop personal decision-making templates - Review and refine your approach regularly
- 3. Leverage the Network** - Learn from others' Decision Models - Share your successful approaches - Collaborate on team decisions - Build institutional knowledge
- 4. Measure Outcomes** - Track decision results over time - Identify patterns in successful decisions - Refine your decision-making process - Use analytics to improve

Power User Features

Keyboard Shortcuts: - Ctrl+N: New Decision - Ctrl+S: Save Decision Model - Ctrl+F: Search library - Ctrl+Z: Undo last action

Advanced Filtering: - Use tags for organization - Create custom categories - Set up saved searches - Use date ranges for analysis

Integration Options: - Connect with calendar apps - Export to project management tools - Sync with note-taking applications - API access for custom integrations

What's Next?

Upcoming Features

- Mobile applications for iOS and Android
- Advanced analytics and reporting
- Industry-specific Decision Model templates
- Enhanced collaboration tools

Growing with idsideAI

- Upgrade plans as your needs evolve
- Explore enterprise features for larger teams
- Consider custom implementations
- Participate in beta testing programs

Welcome to the future of AI-powered decision making. Start building your Decision Model library today!

Need help? Contact support@idsideai.com or visit our help center at help.idsideai.com