



Agent Setup and Clean-up Instructions (Dec 2025)

This file contains the tasks needed to tidy your repository and finish configuring your VS Code environment for gpt-5.1-Codex integration. Execute these steps in VS Code Chat or your preferred automation tool. Adjust paths if your setup differs.

Repository clean-up and canonicalization

1. **Work exclusively in** `CURRENT/`. The parent directory `InsightfulAffiliate_NextGenCopyAI` mirrors most of the repo but contains archives (`Archive_ready_to_sync/`) and stray files (`.rootbak`, `eval "$(ssh-agent -s)"`). Move or delete these duplicates. Do not run scripts from the parent folder.
2. **Archive or delete** `.rootbak` and `eval "$(ssh-agent -s)"` files under the parent root. These are backups or stray shell commands; they pollute searches and are not part of the repo.
3. **Consolidate prompts.** Keep a single copy of `prompts/rewrite_to_house_style.txt` in `CURRENT/prompts/`. Remove duplicates from `prompts/prompts/` or other folders. Move all Prompt-to-Profit templates into a single `Prompt_to_Profit` subfolder with a `README.md` explaining their purpose.
4. **Canonicalize website assets.** Use `website_code_block_ORGANIZED/assets/ngcai.css` and `website_code_block_ORGANIZED/site.webmanifest` as the canonical CSS and manifest. Archive the older variants in `landing_pages/assest_2/`. Update any references in prompts or docs to point to these canonical files.
5. **Remove or archive legacy scripts.** Move `scripts/agent_codex.py.bak` into an `archive/` folder or delete it. It is an older variant and may cause confusion. Keep only `scripts/agent_codex.py` as the active runner.
6. **Create a** `requirements.txt`. List `openai` and any other third-party Python packages your scripts use. This will make the environment reproducible. You can generate it manually or use `pip freeze` inside your virtual environment.
7. **Update documentation metadata.** Some Google Docs or gdoc headers reference the old email address `golemmea@gmail.com`. Edit these docs to use your current brand (`insightfulaf`) and update any meta tags or script references accordingly.
8. **Quarantine non-text PDFs and binary files.** If there are PDF or binary assets under `docs/systeme_asset_tracking/` that are not needed for code generation, move them to an `archive/` folder or update `codex_scope.txt` to exclude them. Large binary files slow down searches.

Verify environment variables

The following environment variables remain appropriate for your workflow:

- `OPENAI_API_KEY`: required when running agents with `--provider openai`. Keep this secret and configure it through your shell profile or Codespaces secrets.
- `AI_DEFAULT_MODEL` (optional): sets the default model, e.g., `gpt-3.5-turbo`. Override on the CLI only when needed.
- `AI_FALLBACK_MODEL` (optional): sets a cheaper fallback model when the primary model fails or times out.
- `AI_PROVIDER` (optional): leave unset or set to `openai` unless you plan to use Bring-Your-Own-Key providers via BYOK extensions ¹. If using BYOK, configure the provider's own environment variables as directed by their extension.
- `AI_ENABLE_PREVIEW` (optional): use only if you want access to preview features; default is off.

No additional variables were introduced in the latest VS Code updates. You may add secret keys for other BYOK providers as needed.

Integration and setup tasks (prompt for gpt-5.1 Codex)

Use the following prompt with gpt-5.1 Codex in VS Code Chat to automate the clean-up and environment setup. The steps assume you've already reviewed the repository state and are ready to act.

You are an automation assistant. The repository is at `~/Dropbox/InsightfulAffiliate_NextGenCopyAI/CURRENT`` with a ``.git`` folder. Please perform the following tasks:

1. **Repository clean-up:**
 - a. Delete any ``.rootbak`` files or directories and any files named ``eval "$ (ssh-agent -s)"`` in the parent directory (outside ``.CURRENT/``).
 - b. Remove duplicate prompts and consolidate them into ``.prompts/`` as described above.
 - c. Archive the folder ``.landing_pages/assest_2/`` (or rename it to ``.archive/landing_pages/assest_2``) since we now use the canonical assets in ``.website_code_block_ORGANIZED/``.
 - d. Move ``.scripts/agent_codex.py.bak`` into an ``.archive/`` folder.
 - e. Create a ``.requirements.txt`` file at the repo root listing all Python dependencies used by ``.scripts/``.
2. **Update documentation:**
 - a. Search for occurrences of ``.golemmea@gmail.com`` in docs and update them to your current brand email.
 - b. Update any HTML or Markdown files referencing CSS or manifest files to use ``.website_code_block_ORGANIZED/assets/ngcai.css`` and ``.website_code_block_ORGANIZED/site.webmanifest``.

3. **Environment setup:**

- a. Ensure a virtual environment exists at the repo root and run ``pip install -r requirements.txt``.
- b. Verify that ``OPENAI_API_KEY`` is set in your shell or Codespaces secrets. If you plan to use BYOK, set the provider's key variables accordingly.
- c. If not already created, follow the previous instructions to add ``ia-ngcai-main.code-workspace``, ``.vscode/mcp.json``, ``devcontainer.json``, and ``codex_scope.txt``. Copy the MCP server definitions and chat customizations from the latest environment plan.
- d. Run the VS Code command ``GitHub Copilot: Build remote index`` to create a search index for the repository ².
- e. Test ``scripts/agent_codex.py`` with ``--provider echo`` and ``--dry-run`` to confirm it respects ``codex_scope.txt`` and does not stage unexpected files.

4. **Commit and push:**

- a. Stage the deleted and updated files, commit with a message like ``Cleanup duplicates and finalize environment configuration``, and push to ``origin/main``. If using ``agent_codex.py`` to commit, omit ``--stage-all`` and specify the exact files to commit.

Perform these tasks sequentially. Ask for confirmation before deleting directories or making changes to user data. Explain each step as you go and provide output summaries.

After completion

When these tasks are complete, your repository will be free of duplicates, your canonical assets will be consistent, and the environment will be ready for agent integration. You can then proceed to deploy updates to Systeme.io using the canonical head snippet and manifest.

¹ Expanding Model Choice in VS Code with Bring Your Own Key

<https://code.visualstudio.com/blogs/2025/10/22/bring-your-own-key>

² March 2025 (version 1.99)

https://code.visualstudio.com/updates/v1_99