

PRODUCT REQUIREMENTS DOCUMENT (PRD)

Product: Chief (Renameable AI Companion)

Version: 0.0 → 1.1

Team: ATC – Team 2

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1. PURPOSE

This PRD defines exactly what Chief must do from MVP (v0) through v1.1.

Chief is the first renameable, lifelong AI companion that summons with one gesture/tap/voice on every device as a frosted transparent overlay, listens to all channels (work + personal), extracts actionable items across life domains, prioritizes with deep context, auto-schedules, and acts in other apps via APIs—all while working fully offline via quantized LLM.

The goal is to deliver a trusted, empathetic "friend" that eliminates all mental load, reduces stress, and creates "mind like water" across work, health, family, and personal goals.

2. PRODUCT SUMMARY

Core loop (expanded for full-life companionship):

Capture → Clarify → Organize → Prioritize → Schedule → Notify → Act

- v0 establishes the loop with one-gesture access and basic work channels.
- v1.0 adds offline intelligence, personal channels, and ML learning.
- v1.1 enhances with evolving personality, full-life integrations, and proactive prep.

3. USER STORIES

Primary Personas: PMs/Engineers/Executives (work focus), Students/Parents/Everyday Users (life focus).

Core User Stories (must remain true in every version):

1. “As a user, I want to summon my AI friend with one tap/gesture anywhere to speak/type a thought, so it instantly captures and acts without opening an app.”

2. “As a user, I want Chief to automatically identify tasks, deadlines, and life reminders from my messages/voice, so I never manually track them.”
3. “As a user, I want my day/life auto-scheduled in my calendar (work meetings + workouts + family time), so everything is organized without effort.”
4. “As a user, I want Chief to prioritize based on urgency, my energy, and context, so I focus on the right things at the right time.”
5. “As a user, I want proactive updates only when critical (e.g., ‘Workout in 10 mins—pull day details’), so nothing falls through but I’m not overwhelmed.”
6. “As a user, I want full control over permissions/privacy and to rename/personalize Chief, so I feel safe and it feels like my friend.”
7. “As a user, I want offline capture/reasoning on any device, so Chief works even on a plane.”

4. VERSION SCOPE OVERVIEW

Version	Tagline	Core Deliverable	Target Accuracy	Target % of users who open app <1x/week after month 1
v0	“Your work friend, one tap away”	Gesture summon + autonomous extraction → scheduling (Gmail + Slack)	≥70 %	≥60 %
v1.0	“Offline companion everywhere”	Offline LLM + WhatsApp/iMessage + ML priority + device ubiquity	≥85 %	≥80 %
v1.1	“Your lifelong Chief of Staff”	Personality + full-life APIs + predictive prep + Trust Center	≥92 %	≥90 %

5. FUNCTIONAL REQUIREMENTS

VERSION 0 (MVP) – “Your work friend, one tap away”

5.1 Channel Integrations & Access

FR-0.1 Gmail read-only via OAuth (user selects labels).

FR-0.2 Slack read-only via OAuth (DMs + @mentions + chosen channels).

FR-0.3 Universal one-gesture summon (e.g., triple-tap back on mobile, globe key on Mac) → frosted overlay with text box + mic.

5.2 Data Ingestion & Capture

FR-0.4 Poll new messages every 60 seconds.

FR-0.5 Trigger-based processing (deadlines, explicit asks, meeting requests).

FR-0.6 Direct voice/text input in overlay for manual capture (e.g., “Book dentist Tuesday”).

5.3 Task & Event Extraction

FR-0.7 Extract explicit tasks, deadlines, meetings.

FR-0.8 Associate with sender/thread/project.

FR-0.9 Accuracy target ≥70 %.

5.4 Priority & Organize (Basic)

FR-0.10 Rule-based scoring: P1 (today/VIP), P2 (week), P3 (no deadline).

FR-0.11 Manual VIP list + basic grouping (project/person).

5.5 Planner & Sync

FR-0.12 Auto time-block on Google/Apple/Outlook (user primary).

FR-0.13 Default blocks by type; daily 6 am summary (email/push).

5.6 Notifications & Interface

FR-0.14 Calendar events + optional urgency-filtered push.

FR-0.15 Onboarding: Gesture setup, permissions, rename option.

VERSION 1.0 – “Offline companion everywhere”

5.7 New Channels & Capture

FR-1.1 WhatsApp + iMessage/SMS read-only.

FR-1.2 Voice note transcription (on-device).

FR-1.3 Offline quantized LLM for capture/clarification/reasoning (sync when online).

5.8 Access & Offline

FR-1.4 Gestures on watch/laptop/car (e.g., double-tap screen on Watch).

FR-1.5 Siri/Google Assistant shortcuts (“Hey Chief, remember this”).

5.9 Priority & Learning

FR-1.6 ML engine (learns from overrides, energy patterns, preferences).

FR-1.7 Smart rescheduling for conflicts + focus protection.

5.10 Transparency

FR-1.8 Weekly report (e.g., “Saved 90 min; adjust prefs?”).

VERSION 1.1 – “Your lifelong Chief of Staff”

5.11 Advanced Channels & Context

FR-1.9 Microsoft Teams + Linear/Jira/Notion + Health/Reminders read/write.

FR-1.10 Full thread/context awareness (e.g., project history, relationships).

5.12 Clarify & Micro-Interactions

FR-1.11 Friendly banners (“Block 45 min for workout? Thumbs up/down”).

5.13 Predictive & Proactive

FR-1.12 Meeting/prep summaries (e.g., attendees, tasks, workout details).

FR-1.13 Habit guarding + weekly/monthly planning.

FR-1.14 Evolving personality (warm, humorous, renameable).

5.15 Trust & Privacy

FR-1.16 Trust Center: View/delete data, granular permissions.

6. NON-FUNCTIONAL REQUIREMENTS

- Privacy: On-device first, E2E encryption, user-owned memory.
- Performance: <2 sec summon/response; offline seamless.
- Reliability: 99.9% uptime for sync; hybrid LLM fallback.
- Platforms: iOS 18+, Android 12+, macOS, Windows, WatchOS, CarPlay/Android Auto.

7. SUCCESS METRICS

Metric	v0 Target	v1.0 Target	v1.1 Target
Extraction + scheduling accuracy	≥70 %	≥85 %	≥92 %
Avg. daily mental load saved	≥45 min	≥90 min	≥120 min
% users opening app <1x/week	≥60 %	≥80 %	≥90 %
“Feels like a friend” score	—	≥6.5/10	≥8.5/10
NPS	≥50	≥75	≥90

8. RISKS & MITIGATIONS

Risk	Mitigation
Privacy concerns	On-device LLM, Trust Center, read-only defaults
Gesture fragmentation	Standardize across platforms; user tutorials
Over-notification	Urgency filter, personality-adapted delivery
Offline limitations	Basic device LLM + cloud opt-in for advanced

Chief is not just an app—it's the friend you rename and trust for life.

Ready to build the companion that disappears into every device.

9. HIGH-LEVEL SYSTEM DESIGN

<https://www.figma.com/board/CTcJh39klarZITdPMpIF9W/High-Level-System-Design?node-id=0-1&t=4gfiMySMLsRvXOyN-1>