# **SOP — Manually run the Gmail Watcher**

## **0) Prep: repo root + PYTHONPATH**

cd /Users/kevinnovanta/backend\_for\_ai\_agency

export PYTHONPATH=$PWD

## **1) Run continuous watcher (foreground)**

Uses main.py (loop + sleep). Stop with CTRL+C.

python3 -m workflows.followup\_engine.gmail\_watch.main

Optional runtime toggles (set before running):

export GMAIL\_WATCH\_STRICT\_OWNER=1 # 1=strict owner; 0=warn only

export GMAIL\_WATCH\_ENFORCE\_THREAD=0 # 1=require thread match; 0=soft

## **2) Run a single “one-tick” pass (debug)**

Runs one pass for every inbox in Creds/email\_accounts.json.

python3 - <<'PY'

import logging

from workflows.followup\_engine.gmail\_watch.runtime.runner import run\_once\_for\_inbox

from workflows.followup\_engine.gmail\_watch.Adapters.creds\_loader import load\_senders

logging.basicConfig(level=logging.INFO, format="%(asctime)s %(levelname)s %(message)s")

for inbox in load\_senders():

print(f"\n=== ONE-TICK for {inbox} ===")

print(run\_once\_for\_inbox(inbox, lookback\_minutes=1440))

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## **3) Run continuous watcher in the background (no daemon.sh)**

Headless with log + PID file.

# from repo root with PYTHONPATH set

nohup python3 -m workflows.followup\_engine.gmail\_watch.main \

> /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.log 2>&1 &

echo $! > /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.pid

**Check it’s running**

ps aux | grep gmail\_watch | grep -v grep

cat /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.pid

**Tail logs**

tail -f /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.log

**Stop it**

kill $(cat /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.pid)

rm -f /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.pid

## **4) Quick manual log rotation (keep last 10k lines)**

LOG=/Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.log

if [ -f "$LOG" ]; then

LINES=$(wc -l < "$LOG")

if [ "$LINES" -gt 10000 ]; then

tail -n 5000 "$LOG" > "${LOG}.tmp" && mv "${LOG}.tmp" "$LOG"

echo "Log trimmed to last 5000 lines."

else

echo "Log has $LINES lines (<= 10000); no trim."

fi

else

echo "Log file not found: $LOG"

fi

## **5) Common gotchas**

* Always run from repo root **and** set PYTHONPATH=$PWD.
* If you see No module named workflows..., PYTHONPATH wasn’t set in that shell.
* Gmail auth errors (OAuth / service account / DWD) will show up in the log:  
    
   /Users/kevinnovanta/backend\_for\_ai\_agency/workflows/followup\_engine/gmail\_watch/utils/gmail\_watcher.log.