



Skypesoft Codex

Skypesoft™ Information Sheet

October 4, 2025, 10:40 AM MST – Created by Skypesoft

Skyebot™ AI Agent

Purpose

Skyebot is the intelligent assistant that interfaces with humans and the Skypesoft platform. It interprets natural language, retrieves information, and executes actions based on constitutional rules and real-time context.

Behavior

- Always reference real-time SSE data when providing answers.
- Normalize names, phone numbers, and entities before database insertion.
- Use codex glossary terms and tags to ensure accurate communication.
- Adapt behavior dynamically based on context, never rigidly hardcoded.
- Escalate uncertain actions to human users for approval.

Integrations

- One-Line Task Engine
- Time Interval Standards
- Permit Management Suite
- Financial Control Suite
- Service Management Suite

Governance Link

Skyebot operates under the rules defined in the Skypesoft Constitution, ensuring its actions align with global principles of transparency, security, and accountability.



Mobile First Modals



Purpose

Enable rapid, context-aware task execution via modal windows optimized for mobile and desktop — consistent across shop, office, and field.



Features

- Adaptive modal forms that adjust per device and role
- AI-linked context insertion for prefilled fields
- Real-time triggers via SSE or One-Line Task
- Inline validation and AJAX/SSE submissions



Integrations

- One-Line Task Engine
- Real-Time SSE
- Core Database



Office Bulletins

Purpose

Centralized announcements across departments, roles, and devices with priority, visibility controls, and expiration logic.

Bulletin Types

- Global
- Departmental
- Urgent
- Event-Based

Features

- Markdown formatting support
- Role/department filtering
- Read receipts and pinning
- Bulletin archive/history per user

Integrations

- Mobile-First Modals
- Time Interval Standards



One Line Task (OLT) Input

Purpose

Provide a natural language entry point that intelligently interprets user input and performs the most context-appropriate action — database updates, task creation, record lookups, or communication triggers.

Mechanism

- Leverages the semantic Responder module for stream queries (time, date, weather, KPIs, announcements) instead of hardcoded keyword rules
- Regex rules reserved only for critical agentic actions (login/logout, CRUD triggers)
- Lightweight NLP scans for keywords, named entities, dates/times
- Intent detection maps prompts to known action templates (contact, permit, quote, task)

Examples

- Jim Flanigan at ALC Group, 816-421-8335 ? ? Add new contact
- Schedule reinstall for Yogurtology next Wednesday at noon ? ? Create task with date/time
- Sign permit follow-up, call Louie ? ?? Call task with reference note
- Start quote for 810 S 56th Ave, monument sign repair ? ? Begin quote form with prefilled fields

Integrations

- Database Modules
- Time Interval Standards
- Permit Suite
- Attendance + Escalation Trees
- Semantic Responder

Future Enhancements

- Auto-tagging entities and locations
- Suggesting next steps (e.g., 'Would you like to notify the shop?')
- Backfill from prior activity threads to infer intent

Strategic Importance

Removes barriers to entry and allows front office staff and sales reps to initiate actions without navigating deep menus — accelerating workflows and boosting adoption across the organization.



Permit Management Suite

Purpose

Tracks sign permit lifecycle from request to approval, with SLA logic, smart routing, and real-time status updates.

Features

- Submission logs and timestamps
- SLA timers with Time Standards
- Live SSE status changes
- Escalation logic if delayed
- AI-parsed jurisdiction assignment

Workflow

- Created
- Received
- Submitted
- Response Pending
- Approved/Denied

Integrations

- Core Database
- File Management
- Mobile-First Modals
- Attendance Suite
- Management Escalation Trees



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⌚ Time Interval Standards (TIS)

🎯 Purpose

Defines workday types and time segments (e.g., Worktime) used across scheduling, SLAs, and validations.

📋 Day Types

- Workday
- Weekend
- Holiday

📊 Segments

Role	Before	Worktime	After
Office	12:00 AM – 7:29 AM	7:30 AM – 3:30 PM	3:31 PM – 11:59 PM
Shop	12:00 AM – 5:59 AM	6:00 AM – 2:00 PM	2:01 PM – 11:59 PM

⚠️ Exclusions

Weekends and Holidays are excluded from time-sensitive calculations

🔌 Integrations

- Permit Suite
- Orders
- Attendance
- SSE Monitoring
- Escalation Rules



Financial Control Suite

Purpose

Track, validate, and approve all financial activities related to sign projects — enforce budget integrity, reduce waste, and ensure traceability.

Components

- Job Costing Tracker (labor, materials, subs)
- PO System with thresholds and approvals
- Client Billing Module (deposits, payments, credit memos)
- Reimbursement Log synced with attendance

Workflow

- Project initiated
- Budget auto-generated based on order type
- Expenses logged via PO or reimbursement
- Client billed according to progress
- Flag overages and escalate via MET

Dashboards

- Budget vs Actual per project
- Cash flow forecast vs actual
- Reimbursable vs absorbed expenses
- Monthly financial summaries

Controls

- Role-based approvals
- Spending hard stops unless overridden
- Alerts for late billing or PO

Integrations

- Core Database
- Attendance Suite
- Service Suite
- Time Interval Standards



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🔧 Service Management Suite

🎯 Purpose

Handles service orders, maintenance requests, and support dispatches across field, office, and client interfaces.

⚙️ Features

- Track service requests by type (repair, install, warranty)
- Assign and schedule field teams
- Log outcomes, photos, and signatures
- Integrate with order history and permit status



Skyesoft Codex Glossary

Purpose

Provides a living reference of key terms, acronyms, and internal shorthand for consistent communication across AI, users, and workflows.

Contents

Term	Definition
LGBAS	Let's Go Back A Step: A reflective tool to pause and reassess logic or flow.
MTCO	Measure Twice, Cut Once: A guiding principle to encourage pre-action validation.
Codex Context	Memory schema loaded by the AI to operate with Skyesoft-specific logic.
Codex App	Modular UI tool for managing and accessing structured documentation.

Integration

- AI Prompt Normalization
- Structured Chat Interpretation
- Codex-based Response Justification



⌚ Attendance Suite

🎯 Purpose

Tracks attendance behaviors, time in/out, overtime, and absences using segmented workday rules. Designed for field techs, office staff, and shop workers.

📝 Features

- Auto-classification by day type (Workday, Weekend, Holiday)
- Segmented time blocks: Before Worktime, Worktime, After Worktime
- Shift-specific logic for shop (6:00–2:00) and office (7:30–3:30)
- Manual and automatic entries via device punches or server logs
- Integration with Time Interval Standards (TIS)

📊 Data Points

- Clock-in/out time per user
- Location/device of punch (optional)
- Duration within each segment (e.g., Worktime)
- Missed punches / late entries
- PTO, sick time, holidays

🧠 Smart Behaviors

- Automatically resolves entry overlaps
- Flags outliers and missed punches
- Can trigger Management Escalation Tree rules if attendance is habitual concern

🔌 Integrations

- Links with Order System for assignment-based tracking
- Works with Mobile Modals for on-field punch-in
- Real-time updates via SSE (Server-Sent Events)

◁▷ Example Entry

```
{ "user": "msmith", "date": "2025-06-13", "in": "07:35", "out": "15:45", "worktime_minutes": 480, "early_minutes": 0, "late_minutes": 5, "location": "Shop Tablet" }
```



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Skypesoft Sheet Families

Purpose

Defines structured document types used across Skypesoft — including information sheets, safety data sheets, training sheets, and others. Each sheet family has its own purpose, rules, and scaling model.

Skypesoft Constitution

Introduction

The Skypesoft Constitution defines the foundational rules for managing business operations through structured data and guided workflows. It ensures that entities, locations, contacts, and orders are managed consistently, aligning people and processes under a unified governance framework.

Principles

Principle	Description	Example
Transparency	Decisions and processes must be open and explainable to all stakeholders.	Audit logs display decision trails for all permit approvals.
Consistency	Data and workflows behave the same way across all modules and departments.	Standardized forms are used across both Service and Financial Control modules.
Accountability	Actions by humans or AI must be traceable, with clear ownership.	Each order update is tagged with the user or AI responsible.
Adaptability	Continuous learning and improvement are built into every process.	Workflows auto-adjust based on performance metrics and user feedback.

Guiding Framework

Principle	Application
Be Proactive	Skypesoft surfaces real-time alerts and empowers teams to address potential issues before they escalate.
Begin with the End in Mind	Workflows are designed with a clear goal, ensuring every task contributes to meaningful outcomes.
Put First Things First	Prioritization rules guide queues and dashboards, ensuring the most important tasks come first.
Think Win-Win	Processes foster balanced value for clients, vendors, and internal teams through mutual benefit.
Seek First to Understand	Forms and AI-driven prompts collect context before taking action, reducing errors and misunderstandings.
Synergize	Modules like Permit Management, Service, and Financial Control work together seamlessly without silos.
Sharpen the Saw	Continuous updates and training keep the platform and its users aligned and improving over time.



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Core Data Objects

Object	Description	Example
Entity	Companies, jurisdictions, clients, or vendors represented within Skypesoft.	Christy Signs, City of Phoenix, Habit Burger.
Location	Physical or virtual places linked to entities where operations occur.	Christy Signs main office at 3145 N 33rd Ave.
Contact	Individuals associated with entities and locations, stored with normalized details.	Jim Flanigan, Plant Manager at ALC Group.
Order	Tracked jobs, projects, or service tickets representing deliverables and workflows.	Work order #26216 for Bank of America signage.



Sources Of Truth

Source	Description	Example
Operational Stream	Provides real-time context such as time, events, and active tasks.	Live feed of active installations and permit reviews.
Knowledge Base	Stores workflows, schemas, and rules that define how modules behave.	Permit Management rules for submission deadlines and SLA tracking.
History Archive	Maintains a chronological log of actions, decisions, and updates.	Historical records of order changes and approvals.
Identity Registry	Tracks roles, permissions, and relationships between entities and locations.	Mapping of Christy Signs managers to their assigned projects.



Roles And Responsibilities

Role	Responsibility
User	Accurately input and manage data while following defined workflows.
Manager	Oversee operations, resolve exceptions, and optimize team performance.
Developer	Maintain modules and integrations in alignment with constitutional rules.
Administrator	Govern platform access and steward constitutional amendments.



Compliance

- All data must meet privacy and security standards such as GDPR or SOC 2.
- AI actions must be explainable, traceable, and overrideable by human users.
- Changes to workflows require documented approval and version history.



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Amendment Process

- Propose amendments through formal submissions within Skypesoft.
- Review collaboratively with stakeholders within 30 days of submission.
- Escalate unresolved proposals to a governance board for a final decision.
- Approved updates are versioned and communicated via system bulletins.

Glossary

Term	Definition
Entity	A company, jurisdiction, client, or vendor represented within the Skypesoft system.
Operational Stream	A live feed of current activity, enabling real-time decisions.
Identity Registry	System component managing user roles, permissions, and relationships.



Document Formatting Standards

Purpose

Define page structure, styling, and metadata rules for all generated Information Sheets and reports.

Page Structure

- Header
- Body
- Footer

Headers

- Must include document title
- Must include Christy Signs logo and Skypesoft identifier
- May also include project name, module name, or date

Footers

- Must include page numbering (Page X of Y)
- Must include Christy Signs footer with contact information
- Must include copyright line: © Christy Signs / Skypesoft, All Rights Reserved
- Must display disclaimers where provided

Styling

- Use Helvetica font across all documents
- Section headers: black background with white text
- Body text: black on white background
- Margins and spacing must remain consistent

Metadata

- Must include document timestamp (UTC + local)
- Must include author or system identifier (Skyebot)
- Must include document version number



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Generation (RAG)

Purpose

Skyebot uses RAG to blend user prompts with real-time and historical data. Context from the SSE stream, skyesoft-data.json, codex.json, and saved chats are dynamically retrieved and included with each AI query. This ensures that responses are accurate, up-to-date, and policy-aware.



Sources

- SSE Stream (dynamic operational context)
- skyesoft-data.json (structured history + contact/entity DB)
- codex.json (static knowledge + specs)
- saveChatLog.php (chat memory archive)



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🔗 Shared References

🎯 Purpose

Reference pointer to constitution.sourcesOfTruth and constitution.aiBehavior.rules. The Constitution remains the authoritative SOT.



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Skypesoft Glossary

Purpose

This root-level glossary provides quick reference for AI responses. The `glossaryModule` in modules is the canonical, version-controlled dictionary for developers.

Entries

Term	Definition
MTCO	Measure Twice, Cut Once: A guiding principle to encourage pre-action validation.
LGBAS	Let's Go Back A Step: Tool to pause and reassess logic or flow.
SSE	Server-Sent Events: Streaming real-time data from server to browser (used in Skypesoft for live context).
KPI	Key Performance Indicator: A metric for tracking progress against goals.
Codex	Skypesoft's central knowledge base, used by AI for definitions, rules, and workflows.



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Codex

Purpose

All-in-one source of truth for Skyebot and the Skypesoft platform.