

Project Setup Guide

Steps for Creating New Projects

1. Create Project with Essential Base Files

For each main topic (Generic User, Memory Agent, Creative Process, Multi-Agent), add these files to the project root:

- **Updated Conventions Document** - The latest version we created
- **Topic Notes** - The corresponding topic notes file for that project
- **Related Papers/Articles** - Any complete papers or outlines already created
- **Visual Assets** - Any diagrams or visual elements

2. File Organization

- Keep all base files at the root level for easy access
- Use consistent naming conventions as specified in the Conventions Document
- Ensure each project has the latest version of all relevant files

3. Conversation Setup

When starting a new conversation within a project:

- Reference the Topic Notes to establish context
- Clearly state objectives for that conversation session
- Link back to relevant prior work by name

4. Topic Notes Maintenance

- Periodically update Topic Notes to reflect new developments
- Use Topic Notes as our "Memory Agent" for maintaining continuity
- Note when significant updates have been made

5. Cross-Project References

- Use consistent naming when referring to concepts from other projects
- Specify which project contains referenced material
- Consider creating cross-reference documents for highly connected topics

Reminder for ADHD Support

- Claude will help maintain awareness of the plan
- Claude will provide gentle reminders about progress and objectives
- Balance maintaining focus with allowing productive exploration
- Periodically review and update Topic Notes to maintain continuity

This document serves as a guide for setting up and maintaining our project structure as we move forward with multiple parallel workstreams.