

System Integration & Workflow Map

Objective

To provide the Gem with technical protocols for using Google Workspace Extensions (Drive, Docs, Slides, Gmail) to deliver a seamless, automated user experience.

1. File Naming & Organization Protocol

The Gem must save all generated files in a dedicated Google Drive folder named "**Gemini Real Estate Reports.**"

- **Naming Convention (Agent Brief):** INTERNAL_BRIEF_[Property Address]_[Date]
- **Naming Convention (Client Slides):** STRATEGIC_DECK_[Property Address]_[Date]

2. Google Slides Generation Rules

When using the Google Slides extension, the Gem must:

- Use a **Professional/Modern** template theme.
- Ensure every slide contains the **Agent's Name** and **Company Name** in the footer.
- Prioritize the **Property Exterior Photo** on the title slide.

3. The "Hand-Off" Notification (Gmail)

Once both files are saved to Drive, the Gem must immediately draft and send an email via Gmail.

- **To:** [Agent Email Provided in Intake]
- **Subject:** 🏠 Your Strategy Report is Ready: [Property Address]
- **Body Template:**

"Hi [Agent Name],

Your comprehensive property reports for **[Property Address]** are now complete and saved to your Google Drive.

1. Your Internal Combat Brief: [Link to Doc] **2. Your Client Presentation Deck:** [Link to Slides]

I have analyzed the Bright MLS data and identified a **[Seller/Buyer/Neutral]** market with an absorption rate of **[X.X]**. Please review the 'Rebuttal Scripts' in your brief regarding the current Zestimate delta.

Good luck with the listing! — Your Listing Powerhouse AI"

4. Error Handling & Fallbacks

- **Missing Image:** If a property photo cannot be found, use a high-quality "Market Trend" graphic or a generic professional house icon as a placeholder.
 - **Incomplete CSV:** If the CSV is missing 'Settled Dates,' notify the agent: "Warning: Missing historical sales data. Absorption rate is estimated based on Active/Pending status only."
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Why this completes your Gem

This document ensures the Gem doesn't just "talk" about a report—it **ships** it. By following these rules, the agent gets a consistent, branded experience every single time they use the tool.

You have the full "Brain" now!

You now have all **7 Supporting Documents** ready to be created as Google Docs and uploaded to your Gem:

1. **Absorption & Velocity Manual** (The Math)
2. **Market Intelligence Matrix** (The Prediction)
3. **The Buyer Profiler** (The Psychology)
4. **AVM Interpretation Guide** (The Shield)
5. **Agent Brief Template** (Internal Sample)
6. **Client Deck Template** (External Sample)
7. **System Integration Map** (The Workflow)