

Morning Report Cheat Sheet — Automations vs Free Features

This guide helps new agents understand what requires an automation slot (limited to 10) and what features are always free inside Serenity OS. Use this sheet to avoid confusion when setting up your Morning Report.

1. Automations (Limited: 10 Slots)

- 1 Use when Serenity must produce new work automatically on a schedule.
- 2 Examples:
 - 3 - Expanding a USP paragraph every week.
 - 4 - Delivering a daily training outline (e.g., training programs).
 - 5 - Running a rental scan each morning.
 - 6 - Updating a cash-flow or pipeline report on a set day.

2. Free Features (Unlimited)

- 1 Static Spotlight: 4 quick-pull references that appear in every Morning Report.
- 2 Passive/Archive Tracks: Stored projects you can call up anytime, not shown daily.
- 3 Date Counters & Simple Math: Automatically updated timers or streaks (no slots used).
- 4 Manual Track Calls: You can ask Serenity for an update on any Track without automation.

3. Rule of Thumb

If Serenity needs to generate content or run a process on its own → it costs an automation slot. If it's a reference, counter, or something you call manually → it's free.