

Turn your work into an asset

Turn a piece of work that went well into something you can repeat and keep improving.

Transform Work Into Assets

4 hours

2 sessions of 2 hours

Human-Agent Orchestrator Academy · Kaikaku Labs · Module guide

The topics, in plain language

01

Repeated work

Identify recurring tasks that would benefit from a reusable method.

02

Preserved context

Keep the objectives, references and decisions, so you do not have to explain everything again.

03

Versions and improvement

Record each change, so you can see what got better and go back to an earlier way of working.

04

From procedure to delegated execution

Move from written guidance to a reusable skill and, when it makes sense, to an agent that runs it.

Why it matters

When a task goes well, save the method along with the result. The next run starts with the references and criteria already in place.

What you will be able to do

- Choose a task with reuse potential.
- Document inputs, steps and quality criteria.
- Decide when a procedure is stable enough to delegate.

An everyday example

Turn a monthly report into a procedure: defined sources, an order for the analysis, an output format and a review step.

How to apply it

1

Find a deliverable that worked well.

2

Record the steps, materials and approval criteria used.

3

Test the procedure on a new case and update the version.

Your first application

I will reuse _____. To start, I need _____
. It is ready when _____.

Fill in the blanks with your own work. This is the deliverable you take out of the module.

Materials

Reusable asset worksheet; procedure template; improvement log.

Planned for the classes of this module.

Before you start

L01 and L02, or equivalent experience with organisation, context and review.

CHOOSE THIS IF

I want to stop starting from scratch on similar tasks.