GETTING STARTED WITH RUNDOO · DOOEY

Dooey Agents (Daily Summary)

An agent reviews the day on a schedule and texts you what to notice, without you opening the app. Set your first one up in a minute.

THREE TYPES OF AGENT

1

Daily Summary

The morning-coffee read: yesterday's sales and anything unusual.

The flagship. Start here.

2

Order

A recurring restock. Drafts the list; you review and submit.

e.g. Fridays at 7am

3

Report

A recurring business question, answered on a schedule.

e.g. Mondays at 8am

Build one in 5 taps

1. **POS** › **Analytics** › **Dooey**, then the **Agents** tab.
2. Click **+ Add agent**, top-right.
3. Set **Name**, **Identifier**, and **Type** (Daily Summary).
4. Assign **Staff** and type a plain-English **Schedule**.
5. Write the **User Prompt**, then click **Create**.

How it lands

A text at your set time

Goes to assigned **Staff's phone** (SMS by default). Test any time with **Run now**. Email via each person's Notifications tab.

Starter prompt: "At 6pm each day, review yesterday's sales and flag anything unusual, like low-margin transactions, quiet customers, or low stock. Text me the top 3 to 5 items with the transaction ID and a one-line reason each."

Trust, but verify: the text is AI-generated from live data and short on purpose. Tap the link to check a number against its report before you act, and use **Deactivate** to pause an agent without losing the prompt.