

// YOUR AI STARTS EVERY SESSION FROM ZERO → HERE'S THE ONE-FOLDER FIX.

# YOUR SECOND BRAIN

// starts with one folder · for IT Pros · BA · architect · tester · DBA · support · tech writer.

// GATHER\_CONTEXT pick 3-5 files you already work from · drop them in your folder, Project, or chat

<p><b>PROJECT CONTEXT</b></p> <p>Brief · PRD · roadmap · stakeholder deck · meeting notes · sprint retros.</p>	<p><b>DECISIONS &amp; STATE</b></p> <p>Slack / Teams threads · email decisions · last week's status.</p>	<p><b>PEOPLE &amp; PROCESS</b></p> <p>Stakeholders · tickets (Jira · Linear · Asana) · SLAs · scope docs.</p>
<p><b>TECHNICAL SHAPE</b></p> <p>Diagrams · schemas / data dictionary · API contracts · runbooks.</p>	<p><b>PERSONAL PATTERNS</b></p> <p>Your review rubric · status / email / meeting-prep templates.</p>	

// RUN\_THE\_PROMPT three path-specific versions on the website · pick yours

<p>context-stack-builder.md</p>	<p>path A · B · C → <a href="https://pickbits.ai/sb">pickbits.ai/sb</a></p>
<p>"Act as my Context Stack builder."</p>	<p>One role, one job. Keeps the AI from drifting to generic-assistant mode.</p>
<p>"Read only the folder I share. Write only to context-stack/."</p>	<p>Safety contract. No surprise writes anywhere else on your machine.</p>
<p>"Scan silently. Then ask 3-5 short questions in one message."</p>	<p>Inventory before noise; clarification over fabrication.</p>
<p>"Mark uncertain spots [TBD]. Debrief what you skipped."</p>	<p>Visible gaps, not invented confidence. You can trust what's there.</p>

// YOUR\_SECOND\_BRAIN three files the prompt builds · everything else is bonus

<p><b>01 IDENTITY.MD</b> rarely changes</p>	<p>Who you are. How you want AI to answer. Your non-negotiables.</p>	<p><a href="#">context-stack/</a></p>
<p><b>02 PROJECT-*.MD</b> weekly</p>	<p>One brief per active project. Goals, status, decisions, stakeholders, deadlines.</p>	<p><a href="#">context-stack/</a></p>
<p><b>03 STATE.MD</b> daily</p>	<p>What you touched today. What's blocked. What's next. This week's working memory.</p>	<p><a href="#">context-stack/</a></p>
<p><b>+ BONUSES</b> grow over time</p>	<p><b>Wrappers (Path A):</b> CLAUDE.md / AGENTS.md auto-load the three files · <b>patterns/:</b> prompt templates · <b>artifacts:</b> code/docs <i>linked</i> from project file (never copied)</p>	<p><a href="#">project root</a></p>

// KEEP\_IT\_FRESH

<p><b>DAILY LOAD</b> ~ 60 sec</p> <ol style="list-style-type: none"> <li>Open your AI. Path A: wrapper auto-loads. Path B: Project remembers. Path C: drag the three files in.</li> <li>Ask: "load these, tell me where I left off,"</li> <li>Work. At session end, update <code>state.md</code> with what happened.</li> </ol>	<p><b>MONDAY RESET</b> ~ 10 min</p> <ol style="list-style-type: none"> <li>Update each project file with last week's decisions.</li> <li>Archive last week's <code>state.md</code>. Start a fresh one.</li> <li>Prune <code>patterns/</code> – delete anything unused in 30 days.</li> </ol> <p>// Module 3 (Routines on Desktop) automates this.</p>
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full guide + path-specific prompts [pickbits.ai/sb](https://pickbits.ai/sb) // next: Module 2 – Team Brain

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