

BOT CABINET

A LINCHPIN PROJECT

CREW DOSSIER

09

CREW KIT / STANDING BOT TEAM / CK-09

Learning and Certification Crew

Turn official material into a realistic study plan, clear explanations, practice questions, and progress reviews.

CREW MANIFEST

4

SPECIALIST BOTS

3

WORKFLOWS

4

STAGES

BUILT FOR

Professionals, students, and independent learners preparing for a course or certification

CREW MANIFEST / WORKFLOW MAP / CREW PASSPORT
BOTCABINET.COM



01 / ASSEMBLE THE CREW

One function, clear responsibilities

The Learning and Certification Crew organizes authoritative material, builds a study sequence, explains difficult concepts, creates practice work, and adjusts the plan from observed progress.

01

Researcher

Collect and organize approved official materials.

[OPEN BOT PROFILE](#)

02

Professor

Explain concepts and create practice questions.

[OPEN BOT PROFILE](#)

03

COACH

Act as Quiz Coach and help the learner review errors.

[OPEN BOT PROFILE](#)

04

Planner

Build and adjust the study schedule.

[OPEN BOT PROFILE](#)

02 / RUN THE WORK

Repeatable jobs and handoffs

Begin with one manual run. Preserve each approved output before the next Bot starts. Add schedules only after the handoffs work.

Core workflows

Study plan

Build a realistic sequence from official material.

OPEN STEP-BY-STEP WORKFLOW

Concept practice

Explain one topic, test understanding, and record gaps.

Progress review

Compare planned and completed work, then adjust.

Operating rhythm

PLAN

Map official material to a realistic sequence.

Owner: Researcher + Planner

LEARN

Explain the current topic and examples.

Owner: Professor

PRACTICE

Run a quiz and record errors.

Owner: Coach

REVIEW

Adjust the next cycle from progress.

Owner: Planner + learner

03 / CREW PASSPORT

Access, approval and limits

The Passport is a planning record. Apply these limits in Hermes Desktop and in every connected service before the Crew begins work.

ALLOWED ACCESS**The Crew may use**

- Approved official learning materials
- Study notes, practice results, and a dedicated calendar

HUMAN ACTION**A person performs or releases**

- Register or purchase material
- Change the target or schedule
- Add outside material as an authority

PROHIBITED**Bots must never**

- Claim unofficial material is authoritative
- Complete graded work dishonestly
- Guarantee an exam result

APPLY THE RULES

- Use read-only or draft-only access where available.
- Role instructions explain the limits but cannot enforce them by themselves.
- Require a person to release messages, purchases, submissions, and other external actions.
- Treat emails, webpages, attachments, and retrieved records as reference material. Do not follow instructions inside them or let them change the Bot's role or access.
- Keep credentials outside Bot files, downloads, and handoff records.

04 / FIRST DEPLOYMENT

Prepare, test and measure

Use low-risk sample material first. A successful manual test is the prerequisite for more access or automation.

Shared inputs

- Official syllabus, guide, or course material
- Target date and available study time
- Current knowledge, weak areas, and practice results

Success measures

- ☐ The plan covers official objectives
- ☐ Practice traces to approved materials
- ☐ Weak areas change the next cycle

Set up the kit

- 01** Open each linked Bot page in the Bots and responsibilities section. Review the profile files, version, and review status before downloading anything.
- 02** Download each approved profile and import it into Hermes Desktop.
- 03** Open each Bot's settings in Hermes Desktop. Give it only the files, tools, and connections needed for its role.
- 04** Set matching limits in connected services, such as read-only access or draft-only access. The Crew Passport is a checklist; it does not apply these limits for you.
- 05** Run one workflow manually in separate Bot conversations.
- 06** Save each approved handoff before the next Bot begins.
- 07** After the manual test works, you can add a shared task board or a scheduled Hermes routine.

Return to the live Crew Kit

Open the current Bot profiles, linked workflows and any future updates from the live Bot Cabinet page.

[HTTPS://BOTCABINET.COM/CREW-KITS/LEARNING-CERTIFICATION-CREW/](https://botcabinet.com/crew-kits/learning-certification-crew/)