BRAIN

You need a digital brain.
One folder your AI reads first.

One folder of plain notes your AI reads first, every time. You see it in Obsidian: every dot is a note, every line is a connection. Paste the BRAIN prompt into your AI, answer about 10 questions, and it builds the brain for you.

01 What a digital brain is

- **One folder, plain text.** Markdown files on your own computer. Nothing locks you in.
- **One onboarding file.** `AGENTS.md` tells every AI who you are, what good looks like, your rules and where things live.
- **Obsidian is the window.** It opens the folder, shows every note and link, and draws the whole brain as a graph.
- **Your calls feed it.** Meeting notes land in `inbox/calls/`, and your AI turns them into decisions and action items.
- **Any AI can use it.** Claude, ChatGPT, Grok, Codex or Cursor.

02 Open it in Obsidian

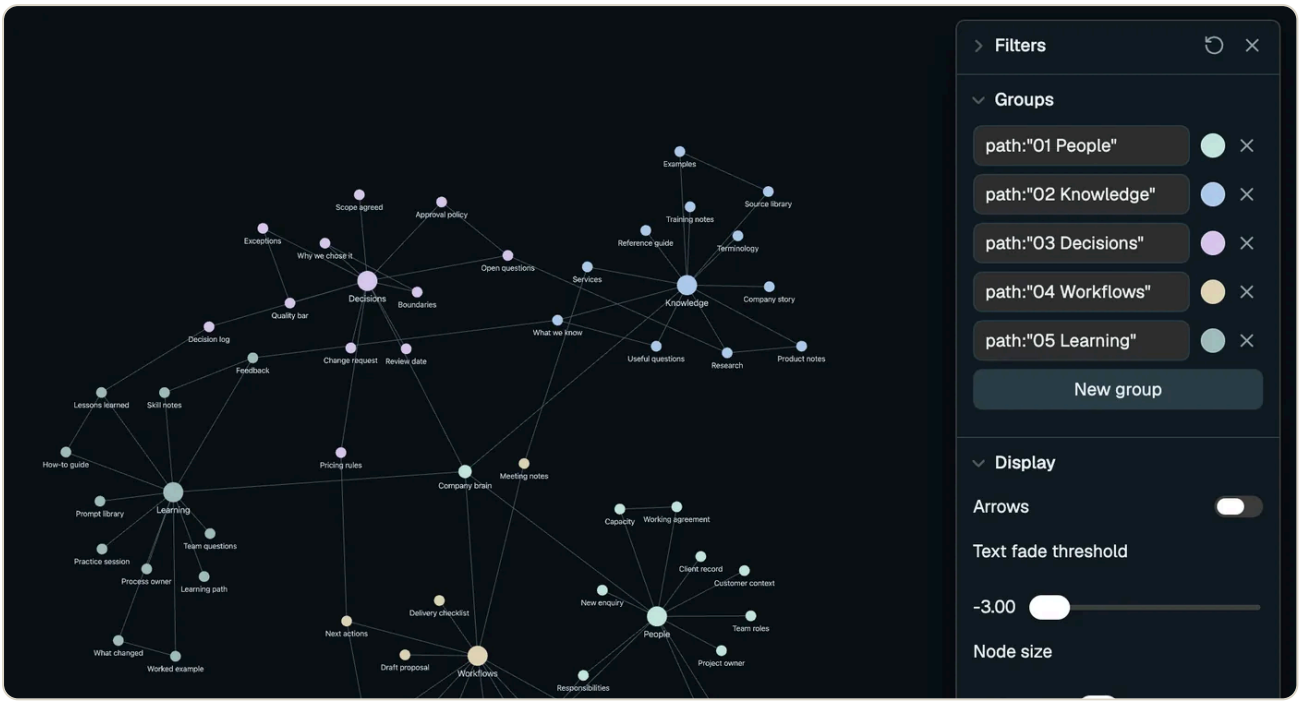
Obsidian is a free app that opens a folder of markdown files as a vault. Your notes stay plain files.

1. **Download it** from obsidian.md/download. On a Mac, drag it into Applications. On Windows, run the installer.
2. **Open Obsidian.** The first screen asks you to add a vault.
3. **Next to "Open folder as vault", click Open,** choose your brain folder, and click Open.

No brain yet? Run the BRAIN prompt first, or download the fictional starter vault at links.stratosagency.ai/r/brain.

03 Use it every day

- **Find a note fast:** Cmd+O on a Mac, Ctrl+O on Windows, then type part of its name.
- **Link notes:** type `[[` and pick a note. Backlinks shows every note that points back.
- **See the whole brain:** open the graph view from the ribbon on the left. The more links a note has, the bigger its dot.
- **Colour it by folder:** graph settings, Groups, New group, `path:Projects`. One colour per folder.
- **Watch it grow:** under Display, press Animate.
- **New notes go to inbox/:** Settings, Files and links, Default location for new notes, In the folder specified below, `inbox`.



Screenshot: the graph view of the fictional starter vault in Obsidian 1.15, one colour group per folder.

04 The questions your AI asks

One at a time. The first five set up the brain for how you work. The rest are what goes in it. Say "skip" and it leaves a placeholder.

1. Your AIs	Which AIs do you use, and can any of them read and write files on your computer?
2. Obsidian	See and link your notes in Obsidian, another editor, or leave it to your AI?
3. Devices and backup	This computer only, Obsidian Sync, a private git repository, or a cloud folder?
4. Calls	Granola, another meeting tool, typed by hand, or not yet?
5. What you have	Docs, email, code, old notes or transcripts, and roughly how much?
6. Outcome	What should your AI help with in the next 90 days, and what does good look like?
7. You	What you do, the company, who you serve and who is not a fit.
8. Agent jobs	Up to five jobs for agents, one sentence each.
9. Taste and voice	Words it must use, words it must never use.
10. Rules	Hard rules, and two precedents: "When X happens, we do Y."

05 Turn calls into action items

1. **After each call,** the notes land in `inbox/calls/`, named with the date and a title.
2. **Tell your AI:** "Process inbox/calls."
3. **It summarizes the decisions,** writes action items with an owner and a due date, files the note under the project, and lists anything that needs your yes.

06 Search by meaning, when it gets big

- **Start without it.** Anthropic's guidance: a knowledge base under about 200,000 tokens (about 500 pages) can go straight into the prompt.
- **Keyword search finds words.** Vector search finds meaning: notes become embeddings, and the closest ones come back even with none of the same words.
- **Use both.** Hybrid search merges keyword and meaning results.
- **Your notes stay the source.** The index is a copy you can delete and rebuild.
- **Two ways to add it:** the Smart Connections plugin inside Obsidian, or a local index your AIs query over MCP.

07 Explore community plugins

Settings, Community plugins, Turn on community plugins, Browse, then Install and Enable.

- **Start with ours: Granola API Sync.** Syncs Granola meeting notes and full transcripts into your vault through Granola's official API. Needs a Granola Business or Enterprise plan for the API key.
- **Also worth a look:** Git, Templater, Dataview, Calendar, Kanban, Excalidraw and Extended Graph.

> **Plugins run code on your computer.** Obsidian scans every plugin version and shows a scorecard, but it cannot limit what a plugin can access. Turn on only plugins you trust.

08 Your first 10 minutes

1. Open links.stratosagency.ai/r/brain and press **Send to your agent**. Paste it into your AI and say "Run BRAIN."
2. Answer the questions.
3. Open the new folder in Obsidian and look at the graph view.
4. Ask your AI one real question about your work.
5. Process the EXAMPLE call note it made. Then drop your next real call into `inbox/calls/`.

> **Keep secrets out.** No passwords, keys or other people's private data in the brain. Any AI you point at it reads everything.