

# LIFEOS

Your Personal Operating System

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Product Requirements Document

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**CONFIDENTIAL**

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# 1. Product Vision & Overview

## What is LifeOS?

LifeOS is a comprehensive personal operating system that combines productivity, knowledge management, and AI-powered workflows into a single platform. It is designed for knowledge workers who want one place to manage their day, their thinking, and their work, all powered by AI that learns how they operate.

LifeOS brings together six core capabilities that typically require half a dozen separate apps:

Capability	What It Replaces	Key Differentiator
Today Page & Unified Inbox	Email clients, Slack, WhatsApp	AI reads and prioritizes all your messages in one view
Calendar	Google Calendar	Full two-way sync with offline support
Planner	Todoist, Asana, habit trackers	Tasks scored by urgency + importance; OKR tracking built in
Notes & Knowledge Graph	Notion, Obsidian, Roam	Bi-directional linking with visual knowledge graph
AI Agents	ChatGPT, custom scripts	Multi-model agents with tools, memory, and visual workflow builder
Fitness Tracking	Workout apps	AI-generated plans with gym/home/road variants

## Key Design Principles

- **Offline-first.** Everything you do is saved locally first and synced to the cloud when you're online. You're never blocked by a bad connection and can work while on a plane.
- **AI-native, not AI-bolted-on.** AI isn't a chatbot in the corner. It's woven into every feature: triaging your messages, suggesting tasks, powering research workflows, and evaluating its own quality.
- **Your keys, your models.** You bring your own API keys for Claude, GPT, Gemini, or Grok. No vendor lock-in. Full cost transparency down to the cent.
- **Works across devices.** LifeOS is a web app (progressive web app) that works on desktop, tablet, and mobile. Instant loading with background data sync.

## 2. Today Page: Your Daily Command Center

The Today Page is the first thing you see when you open LifeOS. It consolidates everything you need to start your day into a single screen, organized into six panels:

Panel	What It Shows	How You Interact
Daily Quote	A rotating motivational quote	Refreshes each day automatically
Emotional Check-In	How you're feeling (8 core emotions, 100+ detailed options) and your energy level	Tap your emotion and energy level; tracked over time
Quick Task Input	A text field to capture tasks instantly	Type and hit Enter; tasks go to your Inbox for later sorting
Top 5 Tasks	Your highest-priority tasks for the day	Computed automatically from urgency + importance scores
Today's Calendar	All events scheduled for today	Click to jump to the Calendar view
Unified Inbox	AI-prioritized messages from Gmail, Slack, WhatsApp, and LinkedIn	Dismiss, mark read, or click to open in the source app

### Why an Emotional Check-In?

Research shows that briefly naming your emotional state ("affect labeling") reduces its intensity and improves decision-making. The check-in takes 5 seconds and helps you notice patterns between how you feel and how you perform over weeks and months.

## 3. Unified Inbox: AI-Powered Message Triage

### The Problem

Knowledge workers check email 77 times a day and toggle between 4–6 messaging apps constantly. Critical messages get buried. Context-switching kills focus. You don't need to read everything, you need to know what needs your attention right now.

### The Solution: One Inbox for Everything

The Unified Inbox aggregates messages from all your communication channels into a single, AI-prioritized feed. Think of it as Beeper meets an executive assistant: it pulls in messages from everywhere, reads them, and surfaces only what matters.

### Supported Channels

Channel	What's Synced	Connection Method
Gmail	Emails (inbox, starred, labeled)	Google OAuth (same as Calendar)
Slack	Direct messages, channel mentions, threads you're in	Slack OAuth app install
WhatsApp	Personal and group messages	Linked-device bridge
LinkedIn	Direct messages (InMail and regular DMs)	Browser bridge

### How AI Triage Works

When you sync your inbox (manually or automatically on page load), the following happens behind the scenes:

1. **Fetch.** LifeOS connects to each channel via its API and pulls new messages since the last sync.
2. **Analyze.** Each message is sent to your configured AI model (e.g., Claude, GPT). The AI determines: does this require follow-up? What's the priority (high / medium / low)? What should I do about it?
3. **Summarize.** The AI writes a 1–2 sentence summary of each message so you can scan without opening.
4. **Surface.** Only messages that require follow-up appear in your inbox. Everything else is filed away but searchable.

## Per-Message View

Each message in the inbox shows:

- **Source icon** (Gmail, Slack, WhatsApp, or LinkedIn) so you can see where it came from at a glance
- **Sender name** and avatar
- **AI summary** — a concise description of what the message is about
- **Suggested action** — e.g., “Reply with ETA,” “Schedule meeting,” “Delegate to Sarah”
- **Priority badge** (High = red, Medium = amber, Low = blue)
- **Quick actions:** Dismiss (hide), Mark as Read, Open in Source App (deep link to Gmail/Slack/WhatsApp/LinkedIn)

## WhatsApp Integration

WhatsApp is where much of the real-world communication happens — from family logistics to business deals across Latin America, Europe, and Asia. LifeOS brings WhatsApp messages into the same priority stream as your email and Slack.

### Connection:

- **Linked-device bridge** — for personal WhatsApp accounts, using the multi-device protocol (similar to Beeper’s approach) to receive messages without keeping your phone online 24/7.

LifeOS syncs individual chats and group chats. For groups, AI identifies whether you were specifically mentioned or if the conversation is relevant to you (based on your role context and past interactions). Group noise is automatically deprioritized.

## LinkedIn Integration

LinkedIn DMs are a critical channel for professional networking, recruiting, and business development — but the LinkedIn app buries important messages under connection requests and promotional InMail. LifeOS pulls your LinkedIn direct messages into the Unified Inbox so high-value conversations don’t go cold.

### Connection:

- **Browser bridge** — a lightweight browser extension monitors your LinkedIn inbox and forwards new messages to LifeOS (similar to Beeper’s bridge architecture for platforms without open APIs).

AI analysis is particularly valuable here: it distinguishes genuine professional outreach from automated sales pitches and recruiter spam, and can flag time-sensitive messages like interview scheduling or deal follow-ups.

## Sync Settings

Users can configure per-channel settings:

- Auto-sync on page load (on/off per channel)
- Sync frequency (every 5 / 15 / 30 / 60 minutes)
- Priority threshold (show only High, or Medium+, or all)
- Mute specific senders, groups, or channels
- Working hours filter (suppress non-urgent messages outside business hours)

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### Privacy & Data Handling

Message content is processed by the AI model you choose, using your own API key. LifeOS does not store full message bodies — only the AI-generated summary, priority, and suggested action. The original message is pulled only when you respond to it. You can disconnect any channel at any time, and all synced metadata for that channel is deleted immediately.

## 4. Calendar

LifeOS includes a full-featured calendar with bidirectional Google Calendar sync. Changes you make in LifeOS appear in Google Calendar and vice versa.

### Views

View	Description
Monthly	Full month grid; events shown as colored dots or bars
Weekly	7-day column layout with hourly time slots
Daily	Single-day timeline with full event details
Agenda	A 14-day forward-looking list of upcoming events

### Key Features

- Two-way Google Calendar sync (connect with one click via Google OAuth)
- Recurring events with full RRULE support (daily, weekly, monthly, custom patterns)
- RSVP management for events with attendees
- Custom reminders (notification or email, configurable minutes before)
- Offline editing — create and edit events with no internet; changes sync when you're back online
- Bulk sync detection — if 50+ events arrive at once, a progress indicator shows sync status
- **Time-blocking from tasks** — schedule any task onto the calendar with one click (see Planner section)

## 5. Planner: Tasks, Projects & Habits

The Planner is a unified workspace for everything you need to get done, organized into four sections: Tasks, Projects, Habits, and Training.

### Tasks

Every task in LifeOS has two key dimensions that determine its priority:

- **Urgency** — when it needs to happen: Today, Next 3 Days, This Week, This Month, Next Month, or Later
- **Importance** — how much it matters, scored 1–10

These two dimensions combine to automatically rank your tasks. The Top 5 on the Today Page come from this algorithm.

Tasks also have a status that follows a GTD-inspired flow: Inbox (unsorted) → Next Action → Scheduled → Waiting For → Someday → Done or Cancelled. Each task can be tagged with a life domain: Work, Projects, Life, Learning, or Wellbeing.

### Planner Views

View	Best For
Priority Matrix	Seeing your tasks plotted on an Urgency vs. Importance grid (Eisenhower-style)
List View	Sorting, filtering, and bulk-editing tasks in a searchable table
Project Tree (sidebar)	Navigating your project hierarchy: Projects → Chapters → Tasks

### Projects & OKRs

Tasks can be grouped into Projects. Each project can have an Objective (a qualitative goal) and Key Results (measurable outcomes). Projects are divided into Chapters (milestones), and each chapter can have its own OKRs.

Key Result progress is calculated automatically: if a KR has 10 tasks linked to it and 6 are done, progress shows 60%. This gives you real-time visibility into whether you're on track without manual updates.

### Habits

The Habits section lets you define recurring behaviors you want to build. Each habit has a standard version and a “tiny” version (the minimum viable action for low-energy days). Habits are tracked with a streak counter, a 30-day completion rate, and a visual 7-dot streak display.

## Training & Fitness

LifeOS includes a built-in workout planner with AI-generated training plans. Each day's workout has three variants — Gym, Home, and Road — so you always have a workout that fits your context (I have included equipment available in my gym and at home, and for the road, I ask for bodyweight exercises). Weekly review stats show volume, consistency, and progressive overload tracking.

## 6. Notes & Knowledge Management

The Notes system is a Notion-like editor designed for serious thinking. It supports rich text, LaTeX equations (since I enjoy learning math and physics), tables, checklists, inter-note linking, and a visual knowledge graph showing how your ideas connect.

### Editor Capabilities

The editor supports all standard rich text (headings, bold, italic, lists, code blocks, blockquotes) plus:

- **LaTeX equations** — inline and block math rendering
- **Tables** — with merge/split cells and resize
- **Interactive checklists** — checkboxes that track completion
- **Slash commands** — type / to insert any block type
- **Note linking** — type [[ to search and link to another note
- **Paragraph tagging** — tag individual paragraphs with topics or related notes (Cmd+T)
- **Content import** — drag-and-drop Markdown, PDF, or plain text files (up to 10MB)

### Three Types of Links

LifeOS maintains three kinds of connections between notes:

1. **Explicit links** — you create these by typing [[Note Title]]. They're intentional references.
2. **Mentions** — automatically detected when a note's title appears as plain text in another note.
3. **Paragraph tags** — fine-grained connections at the paragraph level, for when only a specific section of a note relates to another topic.

All three types feed into the Knowledge Graph and enable backlink navigation ("What links here?").

### Knowledge Graph

The Knowledge Graph is a visual, interactive map of all your notes and how they connect. Notes appear as nodes (sized by how many connections they have), and edges are color-coded by relationship type: explicit links, mentions, shared tags, shared projects, and paragraph tags.

You can filter the graph by topic, project, tag, or date range. Click any node to jump to that note. Hover to highlight its connections. The graph also surfaces orphan notes (notes with no connections) so you can link them into your thinking.

## AI Tools for Notes

Six AI-powered tools are available directly from the editor:

Tool	What It Does
Summarize	Generates a concise summary of the note
Fact Check	Extracts factual claims, lets you select which to verify, then searches the web and evaluates each claim
LinkedIn Analysis	Scores your draft for LinkedIn engagement (0–10), suggests hooks, hashtags, and posting timing
Write with AI	Generates text based on your note content and a custom prompt
Auto-Tag Paragraphs	Suggests paragraph-level tags based on your topics and note library
Manage Tags	Suggests note-level tags based on content analysis

Every AI tool shows its token usage and cost after execution, so you always know what you're spending.

## 7. AI Agents & Workflows

This is where LifeOS becomes truly powerful. You can create custom AI agents, give them specific roles and tools, and wire them together into workflows that automate complex multi-step tasks.

### What's an Agent?

An agent is a configured AI model with a specific identity. You define:

- **Name and role** (Researcher, Critic, Writer, Planner, etc.)
- **System prompt** — the instructions that define how this agent thinks and behaves
- **Model and provider** — Claude, GPT, Gemini, or Grok, with temperature and token controls
- **Tools** — which capabilities the agent can use (web search, semantic search, calendar, notes, Google Drive, calculator, etc.)

### Built-In Tools examples

Category	Available Tools
Web Research	Web search, web page scraping, semantic search, content extraction
Calendar	List, create, update, and delete calendar events
Notes	Search, create, update, list, and tag notes
Analysis	Summarize text, extract entities, sentiment analysis
Google Workspace	Google Drive search/download, Gmail list/read

You can also define custom tools with your own parameter schemas and logic.

### Workflow Types

Agents work alone or together in workflows. LifeOS supports five workflow patterns:

#### Sequential

Agents execute one after another, each building on the previous agent's output. Example: a Researcher gathers information, an Analyst interprets it, and a Writer produces a report.

#### Parallel

All agents work on the same prompt simultaneously. Their outputs are then merged using a strategy you choose: ranked by quality, synthesized by AI, deduplicated, or listed side-by-side for comparison.

## **Supervisor**

A supervisor agent dynamically decides which specialist to call based on the task. Unlike sequential workflows, the order isn't fixed — the supervisor reads intermediate results and routes intelligently, like a project manager delegating to a team.

## **Expert Council**

A multi-model debate pattern where 2–10 models answer the same question, then judge and rank each other's responses (anonymized to prevent bias). A chairman model reads all responses and rankings, then produces a final synthesis. Three execution modes: Full (all stages), Quick (skip judging), or Single (chairman only).

## **Custom Graph**

A visual drag-and-drop builder where you design arbitrary workflow topologies. Connect agent nodes, tool nodes, human-input pause points, and conditional branches. The graph editor supports conditional routing (if output contains X, go to node Y), join nodes for merging parallel paths, and cycle detection to prevent infinite loops.

## 8. Advanced AI Capabilities

### Dialectical Reasoning

For complex problems where simple answers aren't enough, LifeOS offers a Hegelian-inspired reasoning engine. Multiple AI agents generate theses, challenge them through structured negation, identify genuine contradictions, and produce higher-order syntheses that transcend the original positions.

Each dialectical cycle has six phases:

1. **Retrieve Context** — gather relevant background from your notes and prior cycles
2. **Generate Theses** — produce multiple positions on the topic with supporting evidence
3. **Cross Negation** — challenge each thesis with structured counterarguments
4. **Crystallize Contradictions** — identify which tensions are genuine and substantive
5. **Sublation (Aufhebung)** — synthesize a higher-order understanding that preserves the valid elements of both sides
6. **Meta Reflection** — evaluate whether the inquiry is converging or should continue another cycle

Two metrics track the health of the inquiry: Conceptual Velocity (rate of new ideas emerging) and Contradiction Density (complexity of the problem space). When velocity drops and density resolves, the system has found its synthesis.

### Deep Research

A built-in research pipeline that combines AI agents with human-in-the-loop workflows. You provide a topic and specific research questions. AI agents search the web and gather findings, while you can upload your own research (PDFs, articles, notes). When all questions are covered, an AI synthesizer produces a unified report.

### Project Manager Overlay

An optional quality layer that can be activated on any workflow. When enabled, a project-manager agent reviews each step, extracts requirements and assumptions, flags conflicts, and ensures thoroughness before proceeding. If confidence drops below your threshold, it pauses to ask clarifying questions. If complexity exceeds your threshold, it escalates to the Expert Council.

### Evaluation & Cost Tracking

Every agent run produces a detailed execution trace showing: step-by-step timing, token usage and cost per step, tool calls with parameters and results, and error logs. An AI judge can automatically score output quality on relevance, accuracy, completeness, and coherence. A human labeling interface lets you rate responses (1–5) for fine-tuning decisions.

## Pre-Built Templates examples

I have created a dozen pre-built templates for the most common tasks. Below are examples of templates I use most frequently:

Template	What It Does
Deep Research	Multi-source research with AI synthesis and human input
Expert Panel	Multi-model debate with consensus scoring
Content Pipeline	Research → Write → Edit workflow for content creation
Transcript Action Extractor	Parse transcripts, extract actions, create todos, and optionally block calendar time.
Dialectical Inquiry	Full Hegelian reasoning cycle for complex questions
Large Document Reviewer	Multi-stage document analysis with parallel chapter review, knowledge graph building, and cross-chapter synthesis (fixes common issues with LLMs analyzing larger documents)
Academic Research Pipeline	Comprehensive academic research workflow: searches scholarly databases, discovers related work semantically, synthesizes and creates a knowledge graph of related ideas.
Competitive Pipeline	Analysis Competitive intelligence workflow: discovers competitors, analyzes their positioning, extracts key data, and produces an actionable plan of action.

You can customize any template or build entirely new workflows from scratch using the visual graph builder.

## 9. How It All Works Together

LifeOS isn't six separate apps duct-taped together. The power comes from how everything connects:

- **Tasks link to calendar events.** Click "Schedule" on any task to time-block it on your calendar. The task and event stay linked.
- **Notes link to projects.** Tag any note with a project, and it shows up in your project's knowledge base.
- **AI agents read your notes and calendar.** Give an agent access to your notes tool and it can search, read, and build on your thinking.
- **The Unified Inbox feeds your tasks.** See a message that needs action? Create a task directly from the inbox.
- **Research workflows save to notes.** Deep research results can be saved as notes, automatically linked to relevant projects.
- **Habits and training inform your check-in.** Your emotional check-in, habit streaks, and training consistency paint a complete picture of your wellbeing over time.

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### Offline Everywhere

LifeOS uses a three-tier data architecture: every action saves instantly to your device (IndexedDB), queues for cloud sync (outbox pattern), and reconciles when online (Firestore). Background sync workers run every 30 seconds, with smart pausing when your browser tab is hidden. Conflicts are resolved with a last-write-wins strategy. The result: LifeOS feels instant, even on spotty connections.

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### Your Data, Your Control

All data is stored in my Firestore database, organized by user ID (for friends who want to use it). AI processing uses your own API keys. I don't store your keys on the servers. Every AI call shows token usage and cost. Per-user rate limits and budget caps prevent runaway spending. You can export any data as JSON at any time.