The briefing on three channels — what travels, what stays

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Teams · WhatsApp · email · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The question it settles is real:** the convenience of a consumer channel and the confidentiality of an executive inbox are not settled in the same place.

What each channel receives

Briefing element	Teams / inbox	WhatsApp
Number of decisions and cut-off time	**Yes**	**Yes**
Number of deadlines this week	**Yes**	**Yes**
Number of replies ready	**Yes**	**Yes**
Client or public buyer name	**Yes**	**No**
Amount, margin, price term	**Yes**	**No**

Briefing element	Teams / inbox	WhatsApp
Site or contract reference	**Yes**	**No**
Full text of the written replies	**Yes**	No

The short briefing, exactly as it goes

« 7:15 — 4 decisions, 1 before noon. 3 deadlines this week. 5 replies ready. 32 of 128 messages concern you. Reply « open » for the full version in Teams. »

Why this cut, and not another

Channel	Where the message travels	What follows
Company inbox and Teams	**Company perimeter**	**Full version**
WhatsApp	Operator outside the European Union	**Short version, no business data**

> **The analysis, the reading of messages and the writing of replies happen only inside the perimeter hosted in France**, on local inference or an isolated resource. What travels on a consumer channel is a count, never a file.

The briefing hour, measured

Hour considered	Briefing lines already known	Lines missing
6:30	10 out of 14	**4 (site messages between 6:30 and 7:10)**
7:15	**14 out of 14**	**0**
8:00	14 out of 14	0, but after the director's first action (median 7:22)

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Channel and hour chosen: _____

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https://bluelemonagent.ai/en/entreprises/cas-usage/agent-ia-assistant-de-direction

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