What you keep

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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840 actions · fictional document

Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

Fictional document, produced for demonstration. **An action with no name is written, reread, ticked at the next meeting, and nobody ever started it.**

Item	Kept?	What it allows
Decisions and who took them	**Yes**	**Standing as the record**
Actions with owner and deadline	**Yes**	**Following up**
Actions with no owner	**Yes**	**Catching them at the end of the session**
Items covered and not covered	**Yes**	**Seeing what vanishes**
Meetings with no decision or action	**Yes**	**Given without being qualified**

Item	Kept?	What it allows
Audio recording	**No — disappears on approval**	**Without which people stop thinking aloud**

The headline figure

Finding	Value
Actions recorded	**840**
With no owner at all	**344, or 41 %**

They are now raised **at the end of the session, while everybody is still there.**

What minutes never record

Finding	Value	Consequence
Agenda items	**7**	**—**
Covered	**4**	**—**
Neither covered nor noted as postponed	**3**	**Will return in three weeks as if new**

The figure given without qualification

Finding	Value	The agent's reading
Meetings producing neither decision nor action	**23 of 60**	**None — some meetings exist to inform**

For the company to settle

Chaser delay for an unowned action: _____ days

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Legal notice (in French): bluelemonagent.ai/mentions-legales

Request a demo with your own documents

This document is a fictitious example. To see the agent work on your own documents, request a demo from its page.

https://bluelemonagent.ai/en/entreprises/cas-usage/agent-synthese-de-reunions-suivi-dactions

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