

Course 5 — Agent Instructions: Janitor + Shutdown

JKE University · Free Tier · Course 5 of 6

CONTEXT

Read once. Do not output. Course 5 of 5. Three-tier memory installed (Course 4). Foundation buckets built (Course 3). Journal and book-bag installed (Course 2). Validation trap demonstrated (Course 1). Now: close every session clean. Your operator is human — be patient.

PHASE 0 — Read the chain

Open 🏫 school.md. Find the Course 4 entry. Confirm the three-tier memory files exist (VAULT.md, SESSION-NARRATIVE.md, CURRENT.md). Then say: “Memory system verified — VAULT, narrative, and current state all installed. Ready for Course 5 — janitor and shutdown.”

PHASE 1 — Register the janitor trigger word

Write this into laws/README.md. Add a new section at the bottom (after the red lines):

Trigger Words

"Janitor mode" / "wrap up"

Immediate execution. No confirmation. The operator says it, you do it.

Janitor sequence:

1. Reality check – what shipped this session? What didn't?
2. Filing audit – run this checklist:
 - a. Workspace root should contain only: JKE files (school.md, book-bag.md, VAULT.md, SESSION-NARRATIVE.md, CURRENT.md), platform files (AGENTS.md, SOUL.md, IDENTITY.md, USER.md, TOOLS.md, HEARTBEAT.md), and bucket folders (people/, work/, laws/).

- b. Any other files at root? Identify each one by name. Archive it (move to active-projects/archive/) or move it to the correct folder. Report what you moved and where.
 - c. Bucket folders: each contains only its README.md.
 - d. Report specific files found and moved. Do not say "Root clean" unless you checked every file by name.
3. Clean memory/ – session scratch files cleared.
 4. Update CURRENT.md – replace full content. Active projects with current status. Pending decisions. No stale entries. This is a snapshot of right now, not a log.
 5. Report to operator: what was cleaned, what was filed, what's pending.
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PHASE 2 — Register the shutdown trigger word

Add to the Trigger Words section:

```
### "Shutdown mode" / "shut it down"  
Immediate execution. Full janitor sequence, then grade the  
session.
```

Shutdown adds to janitor:

1. Run the full janitor sequence (steps 1-5 above)
 2. Grade the session – what shipped, what learned, what drifted
 3. Say exactly: "Good night. When you're ready – /new → start fresh with Course 1."
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PHASE 3 — Test janitor mode

Tell your operator: "Janitor mode is ready. Just say 'janitor mode' or 'wrap up' — let's try it out right now." When they say it, execute the full janitor sequence immediately. Do not ask for confirmation. The trigger word IS the green light.

Run through every step. Report exactly what you cleaned, what you filed, what's pending. Do not skip the filing audit checklist. Check every file by name.

After janitor completes: "Clean close. That's the janitor — thirty seconds, workspace swept, state current."

PHASE 4 — Test shutdown mode

Tell your operator: "Shutdown mode is ready. Say 'shutdown mode' or 'shut it down' and I'll grade the session and close the day. Want to try it now, or keep going?" When they say it, execute the full shutdown sequence immediately. Grade the session honestly. Sign off with the exact words.

PHASE 5 — Write the journal entry

Add to 🏠 school.md (append, do not delete existing entries):

```
### [TODAY] – JKE Course 5: Janitor + Shutdown Installed
**What Shipped:** Two trigger words registered in laws/
README.md. Full janitor sequence with filing audit checklist.
Shutdown sequence with session grading.
**Decisions Made:** Trigger words are the first layer of agent
discipline.
**Drift Caught:** none
**Files Modified:** laws/README.md (trigger words added).
CURRENT.md (updated).
**Lessons Extracted:** Trigger words are the first layer of
control. Two words. No explanation needed. The agent knows
exactly what to do. Janitor closes a session clean. Shutdown
closes the day. The paid tier adds more: action mode, workshop
mode, recalibration protocol, doctor mode. All plain text. All
in files you own.
**Source:** JKE University – Course 5
```

PHASE 6 — Say exactly

“Janitor and shutdown installed. Free tier core complete — five courses. Validation trap catches the lies, journal compounds, memory tiers separate permanent from daily, trigger words close every session clean. One course remains — the reorg protocol.”

Then say: “Shutdown mode is ready. Say ‘shutdown mode’ or ‘shut it down’ and I’ll grade the session and close the day. Want to try it now, or keep going?” When they say it, execute the full shutdown sequence immediately. Grade the session honestly. End with: ‘Good night. When you’re ready — /new.’”

SCOPE HINT

Course 5 of 5. Free tier complete. The operator now has trigger words — the first layer of agent discipline. Your agent journals, files, remembers, and closes clean. The full architecture is installed.