

## IntelliVen Operations Advisor (IVOA) Sandbox

### Quick User Guide

Launch [intelliven.com](http://intelliven.com) > [SANDBOX](#) to develop and refine your **Mandate** and **WHAT-WHO-WHY (W-W-W)**, and **Change Frameworks (CF)**.

#### Overview Tab

##### Top-right

- Your Name + Organization
- Dark-mode toggle
- Log-out arrow
- Export: PDF or DOCX of current work

##### Left sidebar

- Four buttons for **MANDATE** functions
- Four buttons for **W-W-W** functions
- Three buttons for **Change Framework** functions

##### Status panel

- Active Participants – teammates currently in the Sandbox under this org code
- IVOA Tasks – total functions run for this organization
- Latest IVOA Action – most recent function and user

##### Initiated IVOA Functions

- Checklist of completed functions
- Time-stamped audit trail of all Sandbox activity

##### Recent IVOA Sandbox Activity

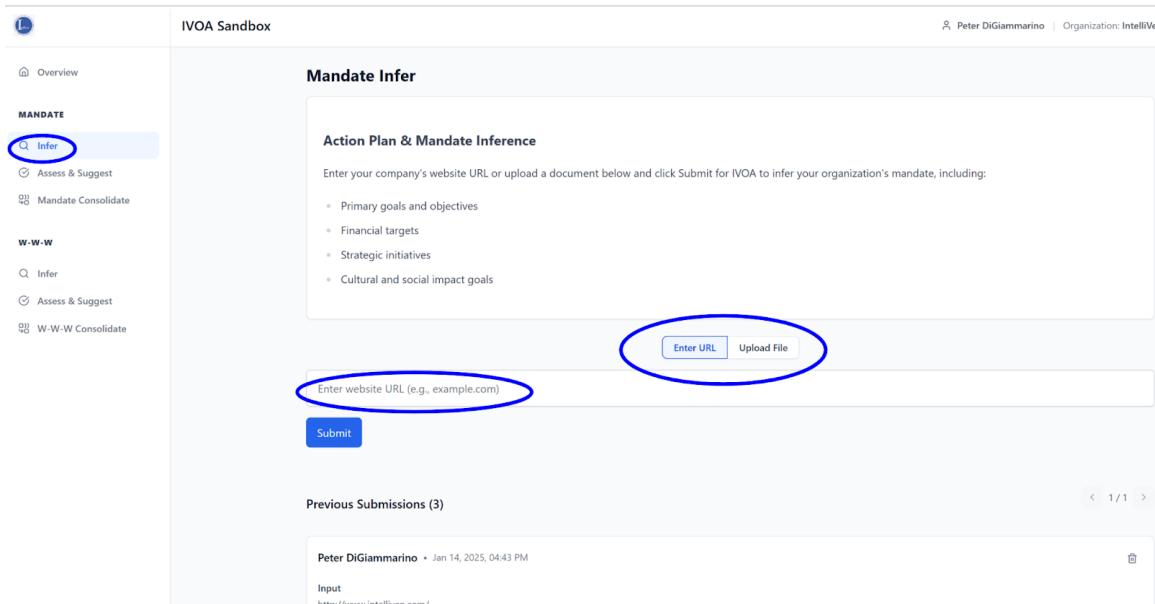
Past entries, newest first, appear below.



## Mandate Tab

### Infer:

- Paste and **Submit** a webpage **URL** in the space provided. The tool will read the page and infer a mandate based on its content. Repeat with other webpages as desired.
- Upload and **Submit**, one at a time, any number of documents (e.g., management presentations, brochures, fact sheets, or others) to provide more context.
- Content generated upon each submission of a web page and uploaded document are automatically loaded for submission to the Assess & Suggest function.



The screenshot shows the IVOA Sandbox interface. On the left, there's a sidebar with sections for Overview, MANDATE (with 'Infer' highlighted), Assess & Suggest, and W-W-W. The main content area is titled 'Mandate Infer' and contains a box for 'Action Plan & Mandate Inference'. It says: 'Enter your company's website URL or upload a document below and click Submit for IVOA to infer your organization's mandate, including: Primary goals and objectives, Financial targets, Strategic initiatives, Cultural and social impact goals'. Below this is a form with an 'Enter website URL (e.g., example.com)' input field and 'Enter URL' and 'Upload File' buttons. The 'Enter website URL' field is circled in blue. At the bottom, there's a 'Submit' button and a 'Previous Submissions (3)' section showing a recent entry by Peter DiGiammarino from Jan 14, 2025, at 04:43 PM, with the URL <http://www.intelliven.com>.

### Assess & Suggest:

- Inferred content is automatically loaded for assessment, hit submit as is or with any desired edits
- You are also welcome to manually enter your version of the organization's mandate in the **Assess & Suggest** section.



- Click **Submit** to generate an assessment and suggestions for an improved entry based on the logic used to create a strong mandate which will include both financial and non-financial components.

IVOA Sandbox

Mandate Assess & Suggest

Define your organization's mandate - what you seek to accomplish and by when.

Mandate: world domination

Submit

Previous Submissions (4)

Peter DiGiammarino + Jan 14, 2025, 04:42 PM

Input: world domination

Analysis

**Financial Considerations**

Financial Goal:

- ~~Absolutely~~ This current mandate does not include a sacrifice for financial reduction.

## Consolidate

- Once you've inputted more than one inferred and / or manual entry, click **Consolidate** and then **Select** entries for which you wish to generate lists of similarities and differences as well as a suggested upgraded consolidated version then press **Consolidate Selected Entries** in the blue box in the lower right..
- As desired, you can further edit and resubmit entries, including the consolidated suggested version, for additional assessment and suggestions.
- Discuss and compare entries, feedback, and suggestions with teammates to agree on a consolidated version. The IVOA Sandbox won't give you a final answer; it's simply offering a starting point to help launch your team's discussions.



## Notes

The **W-W-W** and **CHANGE FRAMEWORK** tools work similarly to the **MANDATE** process but include input bubbles. You can fill out all entries for assessment and suggestions or choose to work on one or any collection at a time.

The IVOA Sandbox logic generates assessments and suggestions upon any number of entries which may create the impression that your entry is never fully “satisfied.” This is intentional, as only you and your team can determine when you’ve iterated enough to be satisfied with your work.

- Solicit and incorporate input from stakeholders within your organization. The more input, the richer the thinking, and the better the result.
- Review your work with advisors, customers, partners, employees, etc., and refine it based on their feedback.
- Share your group's work with your MtL Cohort for peer feedback and to practice verbalizing your ideas.

