CAPABILITY 05 / 20 MINUTES

A path built from stable rules

Agentless automation with clear exception handling.

Design a recurring job that can be described with rules. Make its trigger, validation, successful completion and exception route clear.

1 **Define the trigger**

Does a new record, incoming file or schedule start the work? Define the case identifier and mandatory fields. The same event may arrive again; give that situation a rule.

2 **Write the decision table**

Give every condition an action and a result. Incomplete, invalid and previously processed items need distinct routes. Use a formula or code for known calculations.

3 **Plan the restart**

What happens after an unavailable system or interrupted run? Record completed steps, define retry limits and name the person who receives unresolved failures.

ILLUSTRATIVE EXAMPLE

The same order arrives twice

Illustrative example. A form passes order R-104 to a central table. The connection drops and the form sends the same order ID again.

Rule: create a record only if that ID does not already exist. Save the state of the first successful write. The second arrival returns “already processed”; it does not create another order. An item with no ID waits for clarification. The trial includes an interrupted connection and repeated submission.

YOUR OWN TASK

Make your next move.

Choose one real situation. Fill in the four fields, then check your decision.

1 Trigger and identity

What starts the flow, what uniquely identifies the case, and which missing fields must stop processing?

2 Rules and outputs

Write three rows: condition, action and expected result. Include a normal, incomplete and repeated case.

3 Exceptions and retries

When does processing stop, which actions must not run twice, and who receives an unresolved error?

4 Log and acceptance

Which identifier, status and error detail remain after a run? How will you prove that duplicate processing is prevented?

YOU ARE READY WHEN…

- [ ] A repeated trigger does not create a second business result.
- [ ] Missing data and system failures have defined routes.
- [ ] The overall control flow stays explicit even when one task uses AI.

REHEARSE A BAD DAY

Use sample data to submit a normal, incomplete and repeated case. Interrupt processing, then check the restart. Only move verified behaviour into the next trial.