

WORKFLOW LAB / INTERACTIVE DEMONSTRATION

EventReady

Check supplier commitments before the final briefing

A step-by-step guide with genuine colour screenshots captured from the working browser interface.

Fictional business: Willow & Co. Events | Harbour House wedding / 14 November

Designed for: Wedding planners, venues and event agencies

Test outcome: 4 conflict findings / 0 clean findings / 1 missing-data finding

What works in this release

Editable structured records, local checks, evidence references, accepted or dismissed findings, review notes, browser-local persistence and report exports.

Live LLM analysis, PDF/image extraction and external integrations are not connected. These are test prototypes, not a production AI service. Screenshots show real interactions with fictional records.

Open your private test workspace from the link supplied with this guide. Product information: <https://richcom.software/eventready/>

STEP 01

Load the agreed plan and supplier commitments

Open EventReady and choose Load conflict scenario. The event plan has 120 guests, venue access at 10:00 and a ceremony at 15:00. Three supplier records describe catering, flowers and sound.

Edit guest counts, setup times and owners in the JSON editor, then Save records. Times use HH:MM on the same day. This version does not support overnight or multi-timezone schedules.

richcom Workflow Lab

BUILT FOR BETTER DECISIONS

Interactive test environment

YOUR WORKSPACES

Overview

ApprovalTrail

RevisionMap

EventReady

Transparent by design.
Fictional sample businesses.
Local, deterministic checks. No
live LLM or external messages.

Records stay in this browser.
Use sample data only.

WILLOW & CO. EVENTS / DEMO WORKSPACE

EventReady

Bring supplier timings, guest counts and open decisions together.

Harbour House wedding / 14 November · Sample scenario. Checks run locally; live AI and integrations are not connected.

Load conflict scenario

Load clean scenario

Load missing-data scenario

Run test suite

Run checks →

4
Event records

—
Findings awaiting review

0
Accepted actions

01 · Source records

02 · Review findings

03 · Export report

WILLOW & CO. EVENTS

Event plan and supplier commitments

PLAN-01

Agreed event plan

120 guests; ceremony at 15:00. Venue access starts at 10:00.

SUP-01 · Ella

Catering / Meadow Table

Quote currently covers 100 meals.

Setup 11:00–14:00

100 guests

Edit the test records

One plan needs id, kind:plan, guests, ceremonyTime (HH:MM) and venueAccess (HH:MM). Suppliers need id, kind:supplier, title, owner, setupStart, setupEnd and optionally guests. Maximum 100 records / 100 KB.

Structured source records (JSON)

[
 {
 "id": "PLAN-01",
 "kind": "plan",
 "guests": 120,
 "ceremonyTime": "15:00",

STEP 02

Compare counts, timings and contacts

Choose Run checks. Four findings appear: catering covers 100 rather than 120 guests; flowers finish after the ceremony starts; sound setup starts before access; and the sound contact is missing.

Open source records for the evidence. The system suggests a next step rather than changing the schedule. A dismissal without a reason was tested and correctly refused.

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Load conflict scenarioLoad clean scenarioLoad missing-data scenarioRun test suiteRun checks →

Checks completed. Review the evidence before accepting actions.

4Event records4Findings awaiting review0Accepted actions

01 · Source records02 · Review findings03 · Export report

Check readiness before the final supplier briefing

Each finding links back to the supplied records. Accept adds it to the action plan; dismiss requires a reason.

high priority

Guest count mismatch: Catering / Meadow Table

The event plan lists 120 guests; this supplier record covers 100.

Evidence: PLAN-01 + SUP-01

Suggested action: Confirm the final count, revised cost and supplier acceptance.

► Read source records

STEP 03

Record an owner and prepare the briefing

Enter a review note and accept the catering finding. The example assigns Ella to confirm 120 meals and obtain the revised price. Open Export report to view the event readiness briefing.

Three other findings remain unreviewed in this screenshot. Scroll to download the text report, export JSON records and audit, or print. No supplier has been contacted or committed to a new price.

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WILLOW & CO. EVENTS / DEMO WORKSPACE

EventReady

Bring supplier timings, guest counts and open decisions together.

Harbour House wedding / 14 November · Sample scenario. Checks run locally; live AI and integrations are not connected.

Load conflict scenario

Load clean scenario

Load missing-data scenario

Run test suite

Run checks →

4

Event records

3

Findings awaiting review

1

Accepted actions

01 · Source records

02 · Review findings

03 · Export report

Event readiness and supplier briefing

Draft · 3 unreviewed

EVENTREADY / Event readiness and supplier briefing

Willow & Co. Events — Harbour House wedding / 14 November

TEST ENVIRONMENT: deterministic structured checks; no live LLM or external integrations.

4 source records / 4 findings

1. Guest count mismatch: Catering / Meadow Table

Status: ACCEPTED

The event plan lists 120 guests; this supplier record covers 100.

Evidence: PLAN-01, SUP-01

Next step: Confirm the final count, revised cost and supplier acceptance.

Review note: Ella to confirm 120 meals and obtain the revised catering price.

STEP 04

Verify the seeded scenarios

Choose Run test suite. The conflict example expects four findings, the clean example zero, and a supplier list without an event plan one. All three pass.

The current checks do not cover room capacity, accessibility, weather, travel time, dietary safety or all event risks. Human event planning remains essential.

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WILLOW & CO. EVENTS / DEMO WORKSPACE

EventReady

ER

Bring supplier timings, guest counts and open decisions together.

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Load conflict scenario

Load clean scenario

Load missing-data scenario

Run test suite

Run checks →

Scenario suite completed without changing your records.

4

Event records

3

Findings awaiting review

1

Accepted actions

01 · Source records

02 · Review findings

03 · Export report

Built-in scenario checks

Scenario	Expected	Actual	Result
Conflict scenario	4 findings	4 findings	PASS
Clean scenario	0 findings	0 findings	PASS
Missing-data scenario	1 findings	1 findings	PASS

These checks test seeded rule behaviour, not language-model accuracy or production readiness.

Richcom Technology | Workflow Lab v1.0 | 19 October 2026

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From test workspace to client pilot

1. Agree the real inputs

Choose one repeatable workflow and a small, permissioned sample. Define record types, ownership, retention, review steps and the output that makes the task complete.

2. Connect paid model processing

The intended model ceiling is GPT-6.1 Sol or a benchmarked equivalent. A live connection needs server-side provider credentials, an allowed-model list and usage caps. No API key belongs in this browser demo.

3. Evaluate against a held-out test set

Test correct, conflicting, incomplete and unusual examples. Measure missed issues, false positives, evidence accuracy, total latency and cost per completed case. Seeded rule tests are only a starting point.

4. Keep actions reviewable

Drafts must remain distinguishable from approved decisions. Add access controls, shared records and an auditable approval step before connecting email, document publishing or supplier actions.

5. Demonstrate honestly

Use fictional records for public demonstrations. Explain which features work now and which need integration. Do not present a local rule result as a language-model result.