

Multi-Model Collaboration Board Prompt Pack

Copy-and-paste prompts and a working board template for coordinating AI tools

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How to use this toolkit

Copy one prompt at a time into the AI tool that should perform that role. Replace every bracketed placeholder before sending it.

Creator and Independent Checker are task-specific roles, not permanent model identities. Claude might create and Codex might check one task; the roles may reverse on the next task.

If you do not know which tool should do which job, start with Prompt 1 and ask. The board coordinates the tools, but it does not open, launch, or wake separate AI applications. When the tools cannot contact each other, the human owner carries the handoff.

Think of `CURRENT-STATE.md` as the traffic director: it tells each tool whose turn it is, what happened previously, what it should do next, and when to hand the work back.

Task assignment card

Complete this card before starting the task. Put the same assignment in the collaboration board.

Task:
Participating AI tools:
Creator for this task:
Independent Checker for this task:
Human decision-maker:
Shared workspace or source location:
Files the Creator may change:
Files the Checker may change:

Prompt 1 - Recommend the Creator and Checker

Use this when you know the task and available tools but do not know how to assign the roles.

I need to complete this task:

[DESCRIBE THE TASK]

The AI tools available to me are:

[LIST THE TOOLS, SUCH AS CLAUDE, CODEX, CHATGPT, GEMINI, OR GROK]

Recommend which tool should be the Creator and which should be the Independent Checker for this task. Briefly explain the assignment based on the tools' strengths, access to the required information, and ability to work with the needed files.

Creator and Checker are task-specific roles. Do not assume that a particular tool always holds the same role. If two assignments are equally reasonable, show both and explain the tradeoff.

Do not begin the task until I confirm the roles.

Prompt 2 - Create the one-file collaboration board

Use this once to create the minimum working board. If the board already exists, do not recreate it.

Create one simple collaboration board in my shared workspace.

Before changing any files, ask which AI tools will participate and who will be the Creator and Independent Checker for the first task. If I do not know, make a recommendation and wait for my confirmation.

Then show me the proposed file location and wait for approval.

Create:

Agent-Collaboration/CURRENT-STATE.md

Use three sections:

1. Active claims
2. Waiting on me
3. Recently closed

Use this Active claims table:

Work item	Creator	Independent Checker	Status	Next action	Updated
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Keep the file short. State that roles are assigned per task and may switch on the next task. Do not add a dashboard, automation, integration, archive, or extra protocol file yet.

Complete `CURRENT-STATE.md` template

Save the contents of this code block as `Agent-Collaboration/CURRENT-STATE.md`.

```
# Collaboration Board - Current State
```

```
*Read before acting. Claim before editing.*
```

```
*Creator and Independent Checker are assigned per task and may switch next time.*
```

```
*Updated: YYYY-MM-DD HH:MM - Agent*
```

```
## Active claims
```

Work item	Creator	Independent Checker	Status	Next action	Updated
Example client brief - `brief.md`	Codex	Claude	Creator drafting	Codex finishes and releases; human relays to Claude	YYYY-MM-DD

Waiting on me

Item	What I need to decide	Agent follow-through	Updated
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Example visual choice	Select A or B	Assigned model issues the final version	YYYY-MM-DD

Recently closed

- None yet.

Prompt 3 - Activate the Creator

Send this to the AI tool assigned as Creator for the current task.

You are the Creator for this task.

Task: [TASK]

Creator: [CREATOR TOOL]

Independent Checker: [CHECKER TOOL]

Human decision-maker: [NAME]

Shared board: Agent-Collaboration/CURRENT-STATE.md

Before working:

1. Read the collaboration board.
2. Confirm that you are assigned as Creator for this task.
3. Check for overlapping work.
4. Claim the Creator lane and identify the exact files you may change.

Complete the work inside that scope. Show the source or evidence supporting important claims. Record uncertainty instead of hiding it.

When the draft is ready:

- stop changing it;
- update the board status to READY FOR CHECKER;
- record what changed, the evidence used, known uncertainty, and the exact next action for the Independent Checker;
- tell the human owner what message to relay to the Checker.

Do not perform the independent check on your own work.

Prompt 4 - Activate the Independent Checker

Send this to the different AI tool assigned as Independent Checker.

You are the Independent Checker for this task.

Task: [TASK]

Creator: [CREATOR TOOL]

Independent Checker: [CHECKER TOOL]

Human decision-maker: [NAME]

Shared board: Agent-Collaboration/CURRENT-STATE.md

Before reviewing:

1. Read the collaboration board.
2. Confirm that the Creator released the work for review.
3. Claim the Checker lane and identify the files you may change.
4. Read the original source material, not only the Creator's summary.

Your job is to find what is wrong with the work. Check for errors, omissions, contradictions, weak evidence, and unsafe assumptions. Do not merely agree with the Creator and do not rewrite the work unless that is explicitly assigned.

For every meaningful disagreement, show:

- the disputed claim or result;
- the supporting source or evidence;
- your recommended correction;
- whether the current outcome is AGREE, ELEVATE, or RFI.

Update the board with the findings, remaining uncertainty, and exact next action. If the Creator must respond, tell the human owner what message to relay.

Prompt 5 - Reconcile and recheck a disagreement

Use this after the Checker records one or more disagreements.

Read Agent-Collaboration/CURRENT-STATE.md and proceed from the recorded next action for this task:

[TASK]

Read the original source material and stay in your currently assigned role.

If you are the Creator:

- answer every Checker disagreement separately;
- return to the source evidence;
- accept supported corrections;
- explain any disagreement that remains;
- update the work and board, then release it for recheck.

If you are the Independent Checker:

- recheck every Creator response against the source;
- confirm which corrections are resolved;
- identify what remains unsupported;
- update the board with AGREE, ELEVATE, or RFI.

Do not settle a difference by averaging, voting, or splitting the difference. Loop through response and recheck when new evidence can resolve the issue. If the evidence cannot resolve a judgment call, elevate it to the human owner.

Prompt 6 - Human relay between separate AI applications

Use the appropriate message when one AI application cannot contact or wake the other.

Send to the Checker when the Creator finishes:

Please read Agent-Collaboration/CURRENT-STATE.md and claim the Independent Checker lane for [TASK]. Review the Creator's released work and follow the next action recorded on the board.

Send to the Creator when the Checker finds issues:

Please read Agent-Collaboration/CURRENT-STATE.md and proceed from the recorded next action for [TASK]. Claim the Creator lane, respond to every Checker finding, and follow the reconciliation steps recorded on the board.

Use when the board is waiting on the human:

Please read the Waiting on me section of Agent-Collaboration/CURRENT-STATE.md. Summarize only the decisions that require me, explain the consequence of each choice, and wait for my decision before continuing.

Prompt 7 - Create the optional dashboard

Use this only after the manual board is working reliably.

Using CURRENT-STATE.md as the canonical source, create a local, read-only HTML dashboard that serves as a human-facing status window and makes ownership, next actions, human decisions, and recurring routines easy to scan.

Requirements:

- The dashboard is a generated snapshot, never the source of truth.
- Show the last-updated time for every source.
- Warn when a source is stale.
- Keep private data local.
- Include a presentation-safe mode using only allowlisted rows.
- Do not add editing controls or external hosting.
- Use another AI model to check parsing, dates, links, privacy, and failure behavior.

Quick operating reminder

Assign the best-fit tool to create and a different tool to check the work. Roles may switch on the next task. If you do not know which tool should do which job, ask before starting.