

GRAVITY

THE RESTAURANT LEADERSHIP SYSTEM

Restaurant AI Prompts &
Systems Workbook

215 practical copy-and-paste prompts for restaurant leadership, service planning, beverage control, training, facilities, controls, specialty operations, connected Gravity workspace workflows, guest recovery, and verified management follow-through.

THE GRAVITY SYSTEM AI COMPANION

Use AI to organize the work. Keep management judgment, real records, and verified standards in control.

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Responsible use: AI output may be inaccurate. Managers remain responsible for verifying high-stakes information and decisions against current authoritative sources and restaurant policies.

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START HERE

How to get useful answers from AI

The quality of an AI answer depends heavily on the quality of the information you give it. These prompts are written to make you supply the context, evidence, goal, limits, and output format that a real manager needs.

GRAVITY AI PROMPT FORMULA		
1	CONTEXT	What restaurant, role, station, shift, or problem are we dealing with?
2	EVIDENCE	What numbers, records, observations, or verified facts do you actually have?
3	GOAL	What decision, plan, checklist, conversation, or analysis do you need?
4	LIMITS	What must the answer not assume, change, disclose, or decide?
5	OUTPUT	What format would make the answer immediately usable?

BEFORE YOU PASTE ANYTHING INTO AI

- Do not paste passwords, payment-card data, banking information, confidential login credentials, or other secrets.
- Remove unnecessary guest and employee personal information. Use roles or initials when the identity is not needed.
- AI can make confident mistakes. Verify calculations, policies, schedules, food-safety requirements, employment requirements, and other high-stakes information against the real source.
- Use AI to organize, analyze, draft, compare, and prepare. The restaurant leader remains responsible for the decision and the standard.

FASTEST WAY TO USE THIS GUIDE

Choose the prompt closest to the problem. Replace every [bracketed field] with real information. Delete any section you do not need. Then review the answer against your actual records and standards before using it.

SHIFT LEADERSHIP

PROMPT 01 • PRE-SHIFT PRIORITY PLAN

Act as an experienced full-service restaurant manager. Help me build a focused pre-shift plan for today.

Restaurant context: [type of restaurant / service style]

Expected sales or covers: [amount]

Staffing: [FOH / BOH staffing and any call-outs]

Known risks today: [large parties, weather, events, equipment, new employees, low inventory, etc.]

Yesterday's problems that may repeat: [list]

Create a concise pre-shift plan with: 1) the 3 most important outcomes for the shift, 2) the top risks to prevent, 3) what each manager or key position must verify before opening, 4) 3 talking points for pre-shift, and 5) what evidence I should review after the shift to know whether the plan worked. Keep it practical enough to use in a 5-minute manager huddle.

Manager check: Use the result to lead the shift - not to create more paperwork.

PROMPT 02 • OPENING READINESS CHECK

Using the information below, create an opening-readiness check for a full-service restaurant. Do not make it generic; prioritize the items most likely to affect today's service.

Known issues: [list]

Staffing concerns: [list]

Reservations / events: [list]

Equipment or facility concerns: [list]

Product shortages / prep concerns: [list]

Organize the check into FOH, BOH, people, product, equipment/facilities, cash/POS, and manager verification. Mark each item as Critical, Important, or Nice to Verify. Keep the final checklist to one page if possible.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

PROMPT 03 • END-OF-SHIFT DEBRIEF

Help me turn this shift into useful management information instead of a memory dump.

Shift facts: [sales, labor, covers, ticket times, comps/voids, complaints, call-outs, shortages, equipment issues]

What went well: [notes]

What went wrong: [notes]

Unfinished issues: [notes]

Create a debrief with: 1) facts that matter, 2) repeated patterns, 3) one-time exceptions, 4) corrective actions with an owner and due date, 5) what tomorrow's manager must know, and 6) what should be added to a recurring checklist or SOP if this problem is likely to happen again.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

MANAGEMENT REVIEW

PROMPT 04 • WEEKLY BUSINESS REVIEW

Act as a restaurant operations analyst. Review the weekly information I provide and help me prepare a manager business review.

Sales: [data]
 Labor: [data]
 Food cost / purchases / waste: [data]
 Guest feedback: [data]
 Staffing / turnover / training: [data]
 Operational problems: [data]

Separate facts from assumptions. Identify the 5 most important findings, the likely causes that need verification, the 3 decisions management should make this week, and the measures we should watch next week. Do not invent missing numbers. Clearly label any conclusion that cannot be supported by the information I supplied.

Manager check: If the input data is incomplete, require the AI to say so.

HIRING

PROMPT 05 • INTERVIEW QUESTIONS FOR CARE AND ACCOUNTABILITY

Create an interview guide for a [position] in a full-service restaurant. I want to hire for care, reliability, teamwork, coachability, and accountability - not just experience.

Role: [position]
 Most important behaviors: [list]
 Problems we have had with past hires: [list]
 Non-negotiables: [availability, certifications, schedule, etc.]

Give me 10 behavior-based questions, what a strong answer may demonstrate, warning signs to listen for, and 3 follow-up questions that help reveal whether the candidate takes responsibility or blames others. Avoid questions that would be inappropriate or unlawful in an employment interview.

Manager check: Use only job-related criteria and your current hiring policy.

PROMPT 06 • CANDIDATE EVALUATION SUMMARY

Help me evaluate a restaurant job candidate based only on job-related evidence.

Role: [position]
 Job requirements: [requirements]
 Interview notes: [paste notes without unnecessary sensitive personal information]
 Work-history facts relevant to the role: [facts]

Create a neutral evaluation under: reliability evidence, teamwork evidence, guest/service mindset, coachability, technical readiness, schedule fit, concerns that need follow-up, and final recommendation: advance / hold / do not advance. Explain the evidence behind the recommendation and do not infer protected personal characteristics.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

TRAINING

PROMPT 07 • 7-DAY NEW-HIRE ONBOARDING PLAN

Build a realistic 7-day onboarding plan for a new [position] at a full-service restaurant.

Experience level: [new / some experience / experienced]

Station or role: [role]

Required tasks and standards: [list]

Trainer availability: [list]

Common early mistakes: [list]

For each day, give me the training focus, what the trainer demonstrates, what the employee practices, what must be verified before moving on, and what should be documented. Include a final day-7 readiness decision and identify anything that should require additional training rather than automatic certification.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

PROMPT 08 • TRAINING CERTIFICATION PLAN

Turn this restaurant role into a clear certification plan.

Role: [position]

Core duties: [list]

Safety / sanitation requirements: [list]

Guest or quality standards: [list]

Tasks that require manager verification: [list]

Create a certification checklist divided into knowledge, demonstrated skill, consistency, safety, communication, and final manager sign-off. Define what “ready” looks like for each major area. Do not certify someone merely because training time is complete; require observable evidence.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

PEOPLE LEADERSHIP

PROMPT 09 • COACHING CONVERSATION PREP

Help me prepare a fair coaching conversation with an employee.

Observed behavior or performance issue: [specific facts]

Expected standard: [standard]

Previous coaching or training: [facts]

Impact on guests/team/operation: [facts]

What I want to improve: [outcome]

Draft a calm conversation outline that separates facts from assumptions, asks for the employee's perspective, restates the standard, confirms what support or retraining is needed, sets a clear next expectation, and identifies what follow-up evidence the manager should review. Keep the tone firm, respectful, and non-accusatory.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

PROMPT 10 • CORRECTIVE-ACTION PREPARATION

Help me organize the facts for a restaurant corrective-action discussion. Do not make legal conclusions or decide discipline for me.

Policy or standard involved: [paste current policy]

Verified facts: [facts only]

Dates / prior coaching: [facts]

Employee explanation, if known: [summary]

Operational impact: [facts]

Create: 1) a factual timeline, 2) what information is still missing, 3) questions management should answer before acting, 4) a fair conversation outline, 5) possible retraining or performance expectations, and 6) documentation items to retain. Flag anything that may require HR, legal, or policy review.

Manager check: Corrective action can involve legal/HR risk; verify before acting.

SOPS & STANDARDS

PROMPT 11 • DRAFT A RESTAURANT SOP

Draft a practical restaurant SOP for: [process].

Who performs it: [role]

When it happens: [frequency / trigger]

Current process: [steps]

Required standard: [quality / time / safety / accuracy target]

Known failure points: [list]

Equipment / forms used: [list]

Write the SOP with: purpose, why it matters, responsibility, materials/equipment, step-by-step procedure, critical checks, exceptions/escalation, required records, manager verification, and retraining trigger. Use plain restaurant language. Clearly mark any safety or regulatory point that must be verified against current local requirements.

Manager check: Current law, health code, manufacturer instructions, and restaurant policy always control.

PROMPT 12 • SIMPLIFY AN EXISTING SOP

Rewrite this SOP so an employee can actually use it during restaurant operations.

Existing SOP: [paste text]

Keep every necessary standard, but remove repetition, jargon, vague wording, and unnecessary management language. Put the steps in the order the work actually happens. Add a short “Why It Matters” section, identify the most important critical checks, and list anything that is unclear or contradictory rather than guessing.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

PROMPT 13 • STATION OPENING / CLOSING CHECKLIST

Create an opening and closing checklist for the [station] in a full-service restaurant.

Station responsibilities: [list]
 Equipment: [list]
 Products / pars: [list]
 Cleaning responsibilities: [list]
 Known recurring misses: [list]

Create two concise checklists: OPEN and CLOSE. Separate employee tasks from manager verification. Include only items that can be observed or confirmed. Add 3-5 “failure prevention” checks for the recurring misses I listed.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

CLEANING

PROMPT 14 • CLEANING AND SANITATION SCHEDULE

Help me organize a cleaning and sanitation schedule for [area/station].

Equipment and surfaces: [list]
 Current cleaning tasks: [list]
 Who can perform them: [roles]
 Service schedule: [hours / dayparts]
 Known problem areas: [list]

Group tasks by after-use, each shift, daily, weekly, monthly, and as needed. Assign a responsible role and a manager-verification method. Keep cleaning instructions separate from chemical-use directions, and tell me which items require verification against the product label, food-safety plan, or local health requirements.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

CLEANING & COMPLIANCE

PROMPT 15 • STANDARDS / INSPECTION READINESS SELF-AUDIT

Create a restaurant self-audit from the standards I provide. This is an internal readiness tool, not a substitute for an official inspection.

Standards / policies / inspection notes: [paste current verified requirements]
 Problem areas from prior reviews: [list]

Build an audit grouped by food handling, employee practices, storage, temperatures/records, cleaning, equipment/facilities, pest prevention, labeling/date marking, and manager records where applicable. For every failed item, include: immediate correction, owner, due date, and proof of closure. Do not invent legal thresholds that I did not provide.

Manager check: Use verified current requirements as the source; do not let AI invent inspection standards.

LABOR**PROMPT 16 • LABOR PERFORMANCE REVIEW**

Analyze this restaurant labor information and help me identify where management attention is needed.

Sales: [data]
 Labor hours: [data]
 Labor dollars: [data]
 Labor percent target: [target]
 By department/daypart if available: [data]
 Overtime: [data]
 Call-outs / coverage issues: [notes]

Calculate or summarize only from the numbers I provide. Identify meaningful variances, possible operational causes that need verification, overstaffed or understaffed periods, and 3 actions management can test next week without harming service or safety. Show the evidence behind each recommendation.

Manager check: Compare recommendations against guest demand and service standards, not labor percentage alone.

PROMPT 17 • SCHEDULE AND COVERAGE REVIEW

Review this proposed restaurant schedule before I post it.

Forecast sales / covers by day or daypart: [data]
 Proposed schedule: [paste schedule summary]
 Employee availability / role limitations: [relevant facts]
 Known reservations/events: [list]
 Labor target: [target]

Look for coverage gaps, unnecessary overlap, weak opening/closing coverage, trainer needs, overtime risk, single points of failure, and periods where staffing may not match demand. Give me a prioritized revision list. Do not recommend changes that violate availability, required breaks, age restrictions, staffing rules, or other legal requirements.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

FOOD COST**PROMPT 18 • FOOD COST VARIANCE REVIEW**

Help me investigate a food-cost variance using the records below.

Sales: [data]
 Food purchases: [data]
 Beginning / ending inventory: [data]
 Theoretical or recipe cost, if available: [data]
 Actual food cost: [data]
 Waste / comps / transfers: [data]
 Known price changes: [notes]

Separate mathematical facts from possible causes. Identify the largest likely drivers to verify - purchasing price, waste, portioning, recipe usage, inventory accuracy, receiving, theft/loss, menu mix, or data errors. Give me a verification plan in priority order instead of assuming the cause.

Manager check: A variance points to a question; it does not prove the cause.

PROMPT 19 • WASTE ROOT-CAUSE REVIEW

Analyze this restaurant waste log and help me find preventable patterns.

Waste records: [paste data]

Sales / volume context: [data]

Prep levels or pars: [data]

Known events or outages: [notes]

Group the waste by likely source: overproduction, spoilage, prep error, cooking error, portion error, quality rejection, returned food, breakage/spill, or other. Identify repeated items/times/stations, estimate which patterns deserve the fastest attention, and recommend 3 controlled tests to reduce waste. Do not treat unavoidable or safety-required disposal as a performance failure.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

INVENTORY

PROMPT 20 • INVENTORY, PAR, AND PURCHASING PLAN

Help me review restaurant inventory and purchasing levels.

Recent usage / sales: [data]

Current on-hand: [data]

Current pars: [data]

Vendor lead times / delivery days: [data]

Upcoming events or demand changes: [notes]

Waste / stockouts: [notes]

Identify items that appear overstocked, understocked, or unstable. Recommend par changes only where the evidence supports them. Show the logic for each recommendation and flag items where more usage history is needed before changing the par.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

GUEST EXPERIENCE

PROMPT 21 • GUEST COMPLAINT RECOVERY RESPONSE

Help me respond to this restaurant guest complaint with empathy and accountability.

Guest message: [paste message with unnecessary personal information removed]

Verified facts: [facts]

What we can responsibly offer or do: [options]

What is still uncertain: [unknowns]

Draft a response that acknowledges the experience without arguing, avoids admitting facts we have not verified, explains the next step, and sounds like a real restaurant leader rather than a corporate template. Then give me an internal follow-up list so we fix the operating issue instead of only answering the guest.

Manager check: Guest recovery should fix the operation as well as answer the guest.

PROMPT 22 • GUEST FEEDBACK THEME ANALYSIS

Analyze these guest comments/reviews for operating patterns.

Feedback: [paste comments]

Time period: [dates]

Relevant sales/volume context, if available: [data]

Group feedback into themes such as food quality, speed, hospitality, accuracy, cleanliness, atmosphere, value, recovery, or other. Distinguish repeated patterns from isolated comments. Identify the 3 themes with the strongest evidence, quote only short representative phrases, and recommend what management should observe or measure next before making a major change.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

SALES & GROWTH

PROMPT 23 • 30-DAY SALES-BUILDING PLAN

Build a realistic 30-day restaurant sales-building plan based on our actual situation.

Restaurant type / market: [context]

Current sales pattern: [data]

Best-selling items/dayparts: [data]

Weak dayparts or occasions: [data]

Guest strengths: [what people like]

Marketing resources/budget: [resources]

Operational limitations: [constraints]

Give me no more than 5 initiatives. For each: target guest, offer/message, operating requirement, owner, launch date, cost/risk, measure of success, and stop/continue decision point. Favor ideas the operation can execute well over generic social-media activity.

Manager check: Replace the brackets with real evidence and verify the answer before using it.

LOSS PREVENTION

PROMPT 24 • CASH, VOID, DISCOUNT, AND EXCEPTION REVIEW

Help me review these restaurant cash/POS exceptions for patterns that deserve management attention.

Voids: [data]

Discounts/comps: [data]

Refunds: [data]

Cash over/short: [data]

Manager overrides: [data]

Relevant shift/server/daypart detail: [data]

Identify unusual concentrations, repeated patterns, missing explanations, and records that should be verified. Do not accuse any employee of theft or misconduct. Separate data anomalies from evidence of policy violations, and give me a neutral follow-up checklist for management review.

Manager check: Patterns justify review; they do not by themselves prove misconduct.

RISK & CONTINUITY

PROMPT 25 • EMERGENCY / INCIDENT AFTER-ACTION REVIEW

Help me conduct a restaurant after-action review for this incident or disruption.

Incident: [power outage, injury, severe weather, equipment failure, guest incident, etc.]

Verified timeline: [facts]

What the team did: [facts]

What worked: [notes]

What failed or was unclear: [notes]

Operational impact: [notes]

Create an after-action review with: timeline, immediate response, strengths, breakdowns, missing resources/information, corrective actions, owner and due date, training/SOP changes to consider, and evidence needed to verify closure. Flag any matter that should be reviewed with the appropriate safety, insurance, HR, legal, health, or emergency authority.

Manager check: Emergency, injury, safety, insurance, HR, or legal matters may require qualified review.

25 MORE WAYS TO USE AI

FORECASTING & DAILY CONTROL

PROMPT 26 • SALES FORECAST & STAFFING ALIGNMENT

Act as a restaurant operations analyst. Help me turn the information below into a practical sales forecast and staffing need for the next [day/week]. Recent comparable sales: [data] Recent covers / transactions: [data] Reservations / events / holidays / weather factors: [facts] Current staffing availability by role: [data] Labor target or guardrails: [target] Known service risks: [notes] Create: 1) a forecast range instead of false precision, 2) the assumptions behind it, 3) likely peak dayparts, 4) recommended staffing by role/daypart, 5) risks that could make the forecast wrong, and 6) what the manager should monitor and adjust in real time. Do not invent missing data.

Manager check: Forecasts are planning tools. Compare them with actual demand and adjust rather than treating them as guarantees.

PROMPT 27 • DAILY MANAGER CONTROL SUMMARY

Turn today's restaurant operating data into a one-page manager control summary. Sales: [data] Covers / transactions: [data] Labor: [data] Food / waste issues: [data] Guest complaints / recoveries: [notes] Voids / comps / refunds / cash exceptions: [data] Staffing / call-outs / training issues: [notes] Equipment / facility issues: [notes] Separate: what happened, what is unusual, what needs action today, what can wait, and what evidence is still missing. End with the top three management priorities and one question the next manager must answer.

Manager check: Use the summary to focus management attention, not to replace the underlying records.

MENU & SALES INTELLIGENCE

PROMPT 28 • MENU MIX & CONTRIBUTION OPPORTUNITY REVIEW

Help me analyze this menu mix for management opportunities. Menu items: [list] Units sold: [data] Selling prices: [data] Recipe or estimated food cost: [data] Gross contribution dollars if available: [data] Prep difficulty / ticket-time concerns: [notes] Guest feedback: [notes] Identify high-volume/high-contribution items, high-volume/low-contribution items, low-volume/high-contribution opportunities, and low-volume/low-contribution items. Flag missing or unreliable data. Suggest questions to investigate before changing prices, portions, recipes, placement, or promotion. Do not recommend a menu change solely from popularity.

Manager check: Profit, guest value, execution, and brand fit all matter; menu mix alone is not the whole decision.

PROMPT 29 • PROMOTION OR LIMITED-TIME-OFFER REVIEW

Evaluate this restaurant promotion or limited-time offer using the real numbers I provide. Offer: [description] Dates / dayparts: [period] Units sold: [data] Incremental sales if known: [data] Discount / offer cost: [data] Food and packaging cost: [data] Labor or operational impact: [notes] Guest response: [notes] Cannibalization concerns: [notes] Tell me what we can conclude, what we cannot conclude, whether the offer appears to drive profitable behavior, what operational costs may be hidden, and what data to capture next time. End with keep / change / stop / test-again considerations, not a forced verdict.

Manager check: Do not call a promotion successful just because sales went up; consider margin, workload, and what sales it replaced.

PROMPT 30 • SERVER SALES COACHING PLAN

Build a fair restaurant sales-coaching plan for a server or service team using the evidence below. Sales measures we care about: [beverage, appetizer, dessert, add-on, check average, etc.] Current results: [data] Restaurant standards: [standards] Guest-service expectations: [standards] Observed strengths: [facts] Observed missed opportunities: [facts] Create coaching focused on guest needs, product knowledge, confident recommendations, and accurate service - not pressure tactics. Include one skill to practice, one role-play, one measurable observation, and one follow-up date.

Manager check: Sales coaching should improve hospitality and product knowledge, not encourage manipulation or unwanted pressure.

GUEST RELATIONSHIP & RETENTION

PROMPT 31 • GUEST REACTIVATION PLAN

Help me design a respectful guest-reactivation plan for customers who have not returned recently. Available guest data and permissions: [describe only what may lawfully/appropriately be used] Typical visit frequency: [data] Recent changes in menu/service: [facts] Strongest reasons guests choose us: [facts] Budget / offer limits: [limits] Channels available: [email, loyalty, social, etc.] Create a simple 30-day reactivation test with audience logic, message themes, optional offers, timing, measurement, and a stop rule if the outreach is not useful. Do not assume consent or recommend using data we do not have permission to use.

Manager check: Use only customer information and communication permissions the restaurant is allowed to use.

HIRING & RETENTION

PROMPT 32 • EMPLOYEE RETENTION RISK REVIEW

Help me identify employee-retention risks using only job-related, non-sensitive information. Turnover pattern: [data] Call-outs / scheduling issues: [data] Exit feedback: [themes] Training completion: [data] Manager observations: [facts] Pay / hours / role changes relevant to the job: [facts] Known team concerns: [themes] Separate systemic risks from individual assumptions. Identify the top retention pressure points, evidence supporting each one, what information is missing, and low-cost management actions we can test over the next 30 days.

Manager check: Do not infer private motives or personal traits; use job-related evidence and direct employee feedback.

PROMPT 33 • STAY-INTERVIEW QUESTION SET

Create a short stay-interview guide for current restaurant employees. Role(s): [positions] Tenure range: [range] Known retention concerns: [themes] What management genuinely can change: [list] What is not negotiable: [standards / constraints] Give me 8-10 neutral questions that help employees explain what makes the job workable, what creates frustration, what support they need, what makes them consider leaving, and what one realistic change would matter most. Add a manager note-taking structure that separates employee comments from management conclusions.

Manager check: A stay interview is for listening and pattern-finding, not promising changes the restaurant cannot make.

TRAINING & CERTIFICATION

PROMPT 34 • TRAINING GAP ANALYSIS

Analyze this restaurant training information and identify the highest-priority gaps. Role / station: [role] Required skills / standards: [list] Training records: [data] Certification / sign-off results: [data] Observed errors: [facts] Guest / safety / cost impact: [facts] Trainer notes: [notes] Separate knowledge gaps, skill gaps, unclear standards, weak practice, and weak verification. Rank the gaps by operational risk and frequency. Recommend the smallest retraining plan that addresses the highest-impact issues first.

Manager check: Fix the reason performance is failing; do not automatically assume every miss requires more training.

PROMPT 35 • TRAINER READINESS & COACHING PLAN

Help me evaluate whether a restaurant trainer is ready to train others consistently. Role / station: [role] Standards they must teach: [list] Observed training behavior: [facts] Trainee outcomes: [data / observations] Strengths: [facts] Inconsistencies: [facts] Create a trainer-readiness review covering technical mastery, explanation, demonstration, observation, feedback, patience, consistency, documentation, and escalation to a manager. Then give me a short coaching plan for any weak areas and evidence needed before certification.

Manager check: Being excellent at a station does not automatically make someone an effective trainer.

MANAGER DEVELOPMENT

PROMPT 36 • DELEGATION & OWNERSHIP PLAN

Help me delegate this restaurant responsibility without losing accountability. Responsibility: [task / system / project] Current owner: [role] New owner: [role] Required standard: [standard] Authority the person may use: [limits] Decisions that still require approval: [limits] Records / evidence required: [list] Review dates: [schedule] Create a clear handoff: desired outcome, scope, authority, non-negotiables, first actions, check-in schedule, and what evidence will show the responsibility is under control.

Manager check: Delegation transfers responsibility for work, not the leader's responsibility to verify.

PROMPT 37 • DIFFICULT CONVERSATION PREPARATION

Help me prepare for a difficult restaurant workplace conversation without making accusations or legal conclusions. Issue: [specific situation] Verified facts: [facts] What I have personally observed: [facts] What I have only heard: [unverified information] Relevant standard / policy: [paste current wording] Desired operational outcome: [outcome] Create a calm conversation structure: opening, facts, questions to understand the employee's perspective, standard, expected next step, documentation points, and follow-up. Identify anything I should verify before the conversation.

Manager check: Keep facts, reports, assumptions, and conclusions separate; serious HR matters may require qualified review.

PROMPT 38 • MANAGER MEETING AGENDA FROM REAL ISSUES

Turn the following restaurant issues into a focused manager meeting agenda. Current KPIs: [data] Open operational problems: [list] Guest issues: [list] Staffing / training issues: [list] Food / labor / sales issues: [list] Maintenance / safety issues: [list] Decisions waiting for leadership: [list] Create a 45-60 minute agenda ordered by impact and decision need. For each item include: evidence to review, decision needed, owner, due date, and what should not consume meeting time. End with a five-minute accountability closeout.

Manager check: A management meeting should produce decisions and ownership, not become a long status recital.

FOOD COST & PURCHASING

PROMPT 39 • RECIPE COST & PORTION CONTROL REVIEW

Help me review whether a menu item's recipe cost and portion standard are under control. Recipe: [ingredients and quantities] Current ingredient costs: [costs] Selling price: [price] Expected yield: [yield] Portion standard: [standard] Actual portion observations / weights: [data] Waste / remakes / complaints: [notes] Calculate the recipe cost if the data is complete, show the math, identify missing assumptions, compare expected and observed portioning, and list the most likely control questions. Do not invent ingredient prices or yields.

Manager check: Use current invoices, tested yields, and actual portion standards before making pricing or recipe decisions.

PROMPT 40 • VENDOR PRICE-INCREASE RESPONSE

Help me evaluate a restaurant vendor price increase. Item(s): [list] Old price: [data] New price: [data] Usage volume: [data] Menu items affected: [list] Current recipe margins if known: [data] Alternative vendors / products: [facts] Quality / specification requirements: [standards] Calculate the likely cost impact, identify which menu items or purchasing decisions deserve attention first, and give me options to investigate: negotiate, substitute, rebid, adjust par, reduce waste, change recipe, or change price. Separate options from recommendations that require a quality or guest-impact test.

Manager check: Protect specification, quality, and guest expectations; the cheapest replacement is not automatically the best choice.

PROMPT 41 • RECEIVING DISCREPANCY REVIEW

Review these receiving records for purchasing or vendor problems that need follow-up. Purchase order: [data] Invoice: [data] What was actually received: [data] Shortages / substitutions: [data] Damaged / rejected product: [data] Prices / credits: [data] Temperature or quality issues if relevant: [verified observations] Create a discrepancy list showing ordered vs invoiced vs received, estimated financial impact, missing credits, recurring vendor patterns, and the exact questions the manager should resolve. Do not infer misconduct from an error pattern alone.

Manager check: Receiving records should create a factual vendor conversation, not an accusation.

PROMPT 42 • PREP & PAR FORECAST

Help me build or adjust prep pars for the next [day/week] using actual demand. Recent item sales / usage: [data] Current pars: [data] Current on-hand: [data] Waste / stockouts: [data] Shelf life / hold-time limits: [verified standards] Upcoming reservations / events: [facts] Delivery schedule: [data] Recommend a test par range for each priority item, show the demand logic, flag products with high spoilage or stockout risk, and identify which pars should not be changed until more data is collected.

Manager check: Pars are operating targets that should be tested against real usage, shelf life, quality, and service risk.

PROMPT 43 • PORTION-CONTROL OBSERVATION PLAN

Create a fair portion-control observation plan for [item/station]. Approved portion standard: [standard] Tools used: [scale, scoop, ladle, count, etc.] Observed variation: [facts] Recipe / cost impact: [data] Training status: [facts] Give me a short manager audit that checks setup, tools, technique, actual measured portions, employee understanding, and correction. Include how many observations to take before drawing a conclusion and how to document retraining if needed.

Manager check: Observe enough real portions to find a pattern; one unusual plate does not prove a station-wide problem.

FACILITIES & MAINTENANCE

PROMPT 44 • PREVENTIVE MAINTENANCE PRIORITY PLAN

Turn this restaurant maintenance list into a realistic preventive-maintenance priority plan. Equipment / facility items: [list] Known condition: [facts] Breakdown history: [data] Safety / food-safety impact: [facts] Operational impact if unavailable: [facts] Manufacturer or service requirements: [verified requirements] Budget / vendor constraints: [limits] Rank items by safety, business interruption, food loss, guest impact, and repair risk. Create a 30/60/90-day action plan with owner, vendor need, due date, and verification. Do not invent maintenance intervals.

Manager check: Use manufacturer guidance and qualified service providers for technical maintenance requirements.

PROMPT 45 • REPAIR-VS.-REPLACE DECISION PREP

Help me prepare a repair-versus-replace decision for restaurant equipment. Equipment: [item] Age: [age] Current condition: [facts] Repair quote(s): [data] Repair history: [data] Downtime / lost-sales impact: [estimate and basis] Replacement quote(s): [data] Energy / capacity / warranty differences: [facts] Operational importance: [context] Create a decision comparison showing known costs, uncertain costs, downtime, reliability, capacity, safety implications, and payback considerations. Identify the questions I still need answered before deciding.

Manager check: Use this to structure the decision; technical safety and code questions should be confirmed by qualified professionals.

PROMPT 46 • FACILITY WALK ACTION PLAN

Turn these restaurant facility-walk observations into a prioritized action list. Observations: [paste facts] Photos or locations described: [notes] Guest-facing impact: [facts] Employee / safety impact: [facts] Cleaning / maintenance history: [facts] Known vendor or repair status: [facts] Sort items into: correct today, schedule within 7 days, schedule within 30 days, monitor, or escalate immediately. Assign an owner, due date, proof of completion, and any dependency for each item.

Manager check: Prioritize actual risk and operational impact, not which defect is easiest to fix.

CASH & LOSS PREVENTION

PROMPT 47 • DEPOSIT RECONCILIATION REVIEW

Help me reconcile a restaurant deposit discrepancy from the records below. POS expected cash: [data] Drawer / checkout records: [data] Paid-outs / tips / cash adjustments: [data] Deposit prepared: [data] Bank-confirmed deposit: [data] Known timing differences: [facts] Manager notes: [facts] Show the reconciliation step by step, identify exactly where the numbers stop matching, list likely record or process questions, and state what cannot be concluded from the data. Do not accuse any person or infer theft from a discrepancy alone.

Manager check: A cash discrepancy is a control problem to investigate with records; it is not proof of misconduct.

RISK & CONTINUITY

PROMPT 48 • INCIDENT DOCUMENTATION QUALITY CHECK

Review this restaurant incident write-up for completeness and neutrality. Do not rewrite facts into stronger conclusions than the evidence supports. Incident record: [paste text with unnecessary personal information removed] Relevant policy / form requirements: [paste verified requirements] Known supporting evidence: [list] Identify missing dates, times, locations, witnesses, actions, notifications, photos/records, follow-up, or unclear wording. Separate observed facts from reported statements and assumptions. Suggest neutral questions needed to complete the record.

Manager check: Incident documentation should be factual and complete; injury, insurance, HR, or legal matters may require qualified review.

PROMPT 49 • TOP OPERATIONAL RISK REGISTER

Help me build a simple restaurant operational risk register from the facts below. Recent incidents / near misses: [list] Repeated equipment or facility problems: [list] Staffing / training weaknesses: [list] Food-safety / sanitation concerns: [verified facts] Cash / fraud / access-control concerns: [facts] Vendor / supply risks: [facts] Weather / utility / continuity risks: [facts] Identify the top 5-10 risks, current controls, evidence of control strength, likely impact, likelihood based on available evidence, owner, next action, and review date. Clearly label unknowns instead of guessing.

Manager check: A risk register is for prevention and ownership; it does not replace required safety, insurance, or legal processes.

MANAGER DEVELOPMENT

PROMPT 50 • 90-DAY MANAGER DEVELOPMENT PLAN

Build a 90-day development plan for a restaurant manager using the evidence below. Role: [assistant manager / kitchen manager / GM / etc.] Current responsibilities: [list] Strengths: [verified examples] Development needs: [verified examples] Key restaurant goals: [goals] Systems they must learn: [list] Available coaching / training: [resources] Create three 30-day phases. For each phase include: 2-3 priorities, specific behaviors to practice, operating responsibilities to own, evidence to collect, coaching checkpoints, and what “ready for more responsibility” would look like. Keep the plan realistic enough to use during actual shifts.

Manager check: Development should be based on demonstrated behavior and operating results, not vague personality labels.

BEFORE YOU ACT ON AN AI ANSWER

- Can I point to the actual record, policy, standard, or observation behind this recommendation?
- Did the AI clearly identify what it does not know, or did it fill in missing facts?
- Does this decision affect food safety, employment, injury, insurance, banking, privacy, or law in a way that requires qualified review?
- Would I make the same decision if the AI had not suggested it?
- What evidence will tell me whether this action actually worked?

Gravity rule: *AI may help prepare the decision. The manager still owns the truth, the standard, and the follow-through.*

GRAVITY

AI should make the manager clearer - not make the manager disappear.

The first 50 prompts establish the core method. Every later expansion follows the same Gravity approach: connect the question to real evidence, an accountable owner, a clear standard, and verified follow-through.

TRUTH

Give AI the facts you actually know. Separate evidence from assumptions.

COST

Ask what the unresolved problem is costing in money, time, safety, guest trust, employee stability, or management attention.

SYSTEM

Turn the answer into a repeatable standard, tool, owner, review date, and verification step.

THE LIVING RESTAURANT AI PROMPTS & SYSTEMS WORKBOOK

This digital workbook grows only when completed Gravity books and operating systems create a genuinely useful, nonduplicate management use case. AI organizes and analyzes; managers remain responsible for facts, standards, judgment, and action.

A restaurant eventually pays for every truth its leaders do not face.

Truth → Cost → System

NEW IN THE UPDATED EDITION

The following 74 prompts extend the original 50-prompt collection with manager development, employee training and certification, facilities and maintenance, and cross-system pressure testing.

MANAGER DEVELOPMENT

PROMPT 51 • MANAGER SHIFT HANDOFF SUMMARY

Review these Daily Manager Log entries. Summarize the three things the incoming manager most needs to know, identify unresolved items, and name any item that lacks a clear owner. Do not invent facts or turn minor routine notes into formal corrective actions.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 52 • RECURRING MANAGER LOG PATTERN REVIEW

Review the last seven days of Daily Manager Log entries. Identify repeated operational issues, repeated employee or guest concerns, handoff failures, and items that appear to be discussed repeatedly without being closed. Separate one-time events from recurring patterns.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 53 • DAILY MANAGER LOG QUALITY CHECK

Review these Manager Log entries for usefulness. Flag entries that are too vague, overly detailed, inappropriate for a general shift log, or missing the information the next manager needs. Rewrite only the weak entries in a friendly, concise handoff style.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 54 • PRE-SHIFT VS MANAGER LOG VS HANDOFF DECISION

For each item below, decide whether it belongs in the Daily Manager Log, GRV-M22 Pre-Shift Leadership Brief, GRV-M25 Cross-Functional Handoff & Alignment Plan, or another Gravity system. Explain the placement briefly and avoid duplicating the same record.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 55 • ROLE-BASED MANAGER LEARNING PATH

Using this manager's current role, experience, decision rights, and readiness evidence, build a practical development path for Shift Leader, Manager on Duty, Assistant GM, or General Manager responsibilities. Include what to learn, what to practice, what must be observed, what must be independently verified, and what evidence is required before authority expands.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 56 • SHIFT LEADER DEVELOPMENT PLAN

Using the information below, create a Shift Leader development plan focused on shift readiness, clear communication, deployment, basic guest recovery, handoff discipline, and escalation judgment. Include representative practice and verification before independent authority.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 57 • SHIFT LEADER TO MOD READINESS

Evaluate whether this Shift Leader appears ready to begin Manager on Duty practice. Identify the decision-rights knowledge, shift-control behaviors, guest recovery ability, coaching behavior, handoff discipline, and representative practice still needed before independent MOD authority.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 58 • MOD DEVELOPMENT PLAN

Build a Manager on Duty development plan focused on full-shift control, labor and sales awareness, guest recovery, coaching, corrective follow-through, and manager-log continuity. Separate what can be practiced with support from what requires independent verification.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 59 • MOD TO AGM READINESS

Evaluate whether this MOD appears ready for Assistant GM-level development. Focus on follow-through, standards verification, training/competency oversight, labor/food-cost awareness, corrective-action closure, cross-functional ownership, and ability to support other managers rather than simply run a shift.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 60 • AGM DEVELOPMENT PLAN

Build an Assistant GM development plan focused on standards verification, training and competency follow-up, cross-functional closure, basic labor and food-cost review, manager coaching, and operating follow-through. Define evidence that would show the AGM can carry these responsibilities without repeated GM rescue.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 61 • AGM TO GM READINESS

Evaluate whether this Assistant GM appears ready for General Manager-level development. Focus on business control, manager development, system ownership, financial judgment, staffing, guest retention, risk, owner alignment, and ability to operate without repeated owner rescue.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 62 • GENERAL MANAGER DEVELOPMENT PLAN

Create a General Manager development plan using the evidence below. Include business control, system installation, manager development, owner alignment, financial/operating review, staffing, risk, guest retention, and verified outcomes. Do not treat title or tenure as proof of readiness.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 63 • AUTHORITY READINESS CHECK

Review this manager's readiness assessment, observations, coaching records, role-ramp record, and representative shift evidence. State which responsibilities appear ready for greater authority, which still require support, and exactly what evidence is missing.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 64 • MANAGER DECISION-RIGHTS CHECK

Review the proposed manager responsibilities below. Separate what the role may decide, what requires approval, what requires consultation, what must be reported, and what must be escalated. Flag any authority that is unclear or unsupported by the role charter.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 65 • MANAGER KNOWLEDGE CHECK BUILDER

Using the approved role standards below, create a short manager knowledge check that tests judgment and understanding rather than trivia. Include an answer key and identify which questions require discussion rather than automatic scoring.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 66 • REPRESENTATIVE PRACTICE PLANNER

Given this manager-development goal, design one realistic practice assignment that can demonstrate the required capability. Include context, authority limits, safeguards, observer, evidence to collect, and what would count as successful verification.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 67 • COACHING FOLLOW-THROUGH REVIEW

Review the coaching record and follow-up evidence below. Determine whether the behavior improved, whether support was adequate, what remains unresolved, and whether the next step should be continued practice, changed support, escalation, or verified closure.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 68 • MANAGER CORRECTIVE-ACTION CLOSURE REVIEW

Review these manager-development actions. For each item, classify it as Open, Assigned, Correction in Progress, Corrected, or Verified Closed. Flag any item marked closed without evidence that the correction actually worked.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 69 • MANAGER FOLLOW-THROUGH PRIORITY REVIEW

Review these open manager-development actions. Prioritize them by operational consequence, identify overdue items, flag actions without owners or verification methods, and recommend the smallest next step needed to move each toward Verified Closed.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 70 • AGM FOLLOW-THROUGH FOCUS

Review these unresolved manager, guest, training, maintenance, staffing, and operating items. Identify which items are appropriate for the Assistant GM to verify or close, which belong to another Gravity system owner, and which require GM or owner escalation.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 71 • MANAGER MEETING DECISION SUMMARY

Turn these manager meeting notes into a concise decision record: decisions made, owner, due date, evidence required, unresolved questions, and next review. Do not rewrite discussion that does not affect a decision or follow-up.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 72 • MANAGER DEVELOPMENT WEEKLY REVIEW

Using this week's readiness, role-ramp progress, coaching, observations, manager-log patterns, open actions, and bench information, prepare a one-page weekly manager-development review with: what improved, what remains weak, decisions needed, risks, and next actions.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 73 • LEADERSHIP BEHAVIOR PATTERN REVIEW

Review these observations and coaching records for patterns in listening, clarity, fairness, delegation, follow-through, pressure response, and accountability. Identify strengths and development priorities using only evidence provided.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 74 • MANAGER BENCH RISK REVIEW

Review the manager capability and successor information below. Identify critical roles with weak backup coverage, managers closest to readiness, development bottlenecks, and the top three actions that would most strengthen bench depth without promoting people before they are ready.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 75 • OWNER DAILY LEADERSHIP BRIEF

Using only the significant Daily Manager Log items, end-of-day exceptions, and verified open actions below, create a short owner brief. Include what changed, what is outside standard, who owns it, what remains unresolved, and what requires owner attention. Exclude routine information that does not need owner involvement.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 76 • 30-DAY ACCELERATED MANAGER-SYSTEM PLAN

Create a 30-Day Accelerated GRV-M installation plan for the stated manager-development pressure. Follow this sequence: Days 1-5 measure and define; Days 6-10 train and pilot; Days 11-20 execute and coach; Days 21-27 stress-test; Days 28-30 verify and decide. Use only 3-5 tools and one accountable owner.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 77 • 60-DAY GUIDED MANAGER-SYSTEM PLAN

Create a 60-Day Guided GRV-M installation plan. Follow this sequence: Days 1-10 learn and measure; Days 11-20 define and prepare; Days 21-30 train and practice; Day 30 midpoint gate; Days 31-46 guided execution; Days 47-54 stress-test; Days 55-60 verify and hold. Do not simply double the 30-day plan.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 78 • DAY-30 / DAY-60 MANAGER DECISION GATE

Review the implementation evidence below and prepare the Day-30 or Day-60 decision. State what should be kept, changed, removed, expanded, or held. Identify any control that is creating paperwork without useful decisions or evidence.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 79 • MANAGER-SYSTEM DUPLICATION CHECK

Review the proposed GRV-M forms, logs, meetings, and records below. Identify duplicate information, unclear ownership, and any item that should reference another system's verified result rather than collect the same information again. Recommend the simplest Gravity-aligned design.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

EMPLOYEE TRAINING & CERTIFICATION**PROMPT 80 • DAILY TRAINING SUMMARY**

Review these Daily Training Log entries. Summarize who trained, what progressed, who needs more practice, who appears ready for independent verification, and what the manager should follow up on next shift. Do not mark anyone certified based only on notes.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 81 • STALLED TRAINEE REVIEW

Review this employee's training history. Identify where progress appears stalled, distinguish possible standard/trainer/practice/employee factors, and recommend the next practical training step. Do not invent a cause that is not supported by the records.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 82 • CERTIFICATION READINESS CHECK

Evaluate the following training record against the Gravity certification gate: required learning complete, required knowledge check passed where applicable, skill demonstrated, representative live performance observed where appropriate, independent verification complete, and manager approval recorded. Identify what is still missing before C - Certified.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 83 • TRAINER CALIBRATION REVIEW

Compare these trainer observations and sign-offs for the same position. Identify inconsistent standards, scoring differences, unclear expectations, or evidence that trainers are teaching different versions of the work. Recommend what the GM should recalibrate.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 84 • CROSS-TRAINING PRIORITY

Using the competency matrix, schedule, and known coverage needs below, recommend the three cross-training moves that would reduce the greatest operating risk. Consider current ability, readiness, call-out vulnerability, business volume, and trainer capacity.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 85 • RETRAINING PLAN

Using the verified performance gap below, build a short retraining plan that states the standard to relearn, practice required, trainer, retest method, evidence needed, and completion decision. Keep coaching separate from punishment.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 86 • REPEATED FAILURE REVIEW

Review these repeated failed competencies or retraining records. Determine whether the evidence points more strongly to unclear standards, insufficient practice, trainer inconsistency, weak verification, or failure to follow the standard. State what is known, what is uncertain, and what should be checked next.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 87 • TRAINING RISK PRIORITY

Rank the following training gaps by likely service, safety, compliance, quality, staffing, and guest impact. Recommend only the highest-value actions the management team can realistically complete during the next review period.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 88 • CORRECTIVE ACTION CLOSURE

Review this training corrective action. Determine whether the available evidence supports Open, Assigned, Corrected, or Verified Closed. Explain what additional evidence is needed if closure cannot yet be verified.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 89 • MONTHLY TRAINING HEALTH REVIEW

Review the monthly training measures below. Compare expected versus actual performance, identify meaningful variances, explain only causes supported by the data, flag the highest-risk competency gap, and recommend the next three actions.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 90 • KNOWLEDGE CHECK REVIEW

Review these missed knowledge-check questions and identify what should be retaught. Do not infer practical competence from quiz performance alone; recommend observation where the skill must be demonstrated.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 91 • COVERAGE RISK BEFORE SCHEDULING

Review this competency matrix and proposed schedule. Identify shifts or stations that depend on only one verified/certified person, where the schedule relies on employees still Learning or Practicing, and where cross-training would most improve resilience. Route staffing decisions to the labor-control process rather than rewriting the schedule blindly.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

FACILITIES & MAINTENANCE**PROMPT 92 • FACILITY RISK PRIORITY REVIEW**

Review the facilities and maintenance records below. Identify the highest-risk open items using guest impact, safety exposure, food-loss risk, downtime, repeat failure, repair age, vendor delay, and capital risk. Recommend the top three management priorities and explain why each matters operationally.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 93 • OPEN REPAIR TRIAGE

Review the open repair log. Separate routine repairs from items that require urgent attention, owner approval, vendor escalation, temporary controls, or continuity planning. Do not classify an issue as resolved unless verified closure evidence is present.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 94 • PREVENTIVE MAINTENANCE GAP REVIEW

Analyze the preventive-maintenance calendar and identify overdue tasks, recurring deferrals, missing owners, assets without a service rhythm, and tasks that should be escalated because of criticality.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 95 • DOWNTIME IMPACT SUMMARY

Review these downtime records. Summarize total downtime, repeated assets, affected dayparts, guest/service impact, lost product/time/sales evidence, and which failures should trigger deeper corrective action.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 96 • VENDOR PERFORMANCE REVIEW

Review vendor service records for response time, completed work, repeated callbacks, invoice/quote mismatch, unresolved issues, and verification quality. Identify vendors that need review, renegotiation, or replacement consideration.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 97 • WARRANTY AND CONTRACT WATCH

Review the warranty, lease, and service-contract tracker. Identify upcoming renewals, expired protections, unclear coverage, repeated paid repairs that may have been covered, and contracts requiring owner decision.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 98 • DAILY FACILITY HANDOFF SUMMARY

Turn the daily readiness and closing condition notes into a concise next-manager handoff. Include only material issues, urgent hazards, unresolved repairs, owner assignments, and next-shift actions.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 99 • MONTHLY FACILITY SCORECARD SUMMARY

Review the monthly facility scorecard. Summarize what improved, what worsened, what remains open, which assets or areas are creating the most operational strain, and what management decision is needed next.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 100 • QUARTERLY FACILITY AUDIT ANALYSIS

Analyze the quarterly facility audit and photo/evidence references. Identify repeated locations, repeated asset classes, high-risk findings, weak closure evidence, and the top priorities for the next 90-day facility improvement plan.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 101 • CORRECTIVE-ACTION CLOSURE CHECK

Evaluate these maintenance corrective-action records. Identify which items are not ready for Verified Closed because evidence is missing, the correction was not tested, the issue repeated, the owner is unclear, or the underlying cause was not confirmed.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 102 • CAPITAL RENEWAL ROADMAP DRAFT

Using the facility asset register, capital watchlist, downtime records, repair history, and owner priorities, draft a 12-month capital-renewal roadmap. Separate must-do risk items from nice-to-have improvements.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 103 • TRIVIAL-VS-FORMAL CORRECTIVE ACTION

Review the maintenance issues below and decide which ones need formal corrective action and which ones should remain normal management corrections. Explain your reasoning using recurrence, cost, risk, safety, guest impact, and likelihood of return.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 104 • FACILITY READINESS FOR BUSY WEEKEND

Review current open repairs, PM status, asset condition, vendor follow-up, and daily-readiness notes. Identify what must be handled before the upcoming busy weekend and what can wait without creating unreasonable risk.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 105 • AFTER-VENDOR VISIT REVIEW

Review the vendor service work record. Determine whether the work is ready to verify closed, needs recheck, should remain open, or should be disputed. List any missing evidence before approval/payment.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 106 • FACILITY FAILURE ROOT-CAUSE QUESTIONS

Based on the repeated facility or equipment problem below, generate the best root-cause questions a manager should ask before choosing a fix. Do not assume the cause; organize questions by equipment condition, usage, cleaning, training, maintenance interval, parts, vendor work, and operating environment.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 107 • FACILITY CONTROL WEEKLY MEETING AGENDA

Using these open facility records, create a 15-minute weekly manager meeting agenda. Include decisions needed, overdue items, urgent risks, vendor escalations, capital watch items, and verified closures.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 108 • GRV-FM30 IMPROVEMENT PLAN BUILDER

Using the quarterly audit, scorecard, open repair review, capital watchlist, and downtime records, draft a 90-Day Facility Control Improvement Plan with three priorities, owners, milestones, 30/60 checkpoints, success evidence, and final verification.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 109 • FACILITY DATA QUALITY CHECK

Review these facility records for missing dates, duplicate IDs, unclear owners, missing due dates, vague problem descriptions, unsupported closure claims, missing vendor names, and inconsistent statuses. Produce a correction list without inventing missing data.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 110 • MULTI-SYSTEM HANDOFF REVIEW

Review the facility issue below and determine whether it belongs only in GRV-FM or must also involve GRV-FS, GRV-RC, GRV-P, GRV-I, or GRV-IV. Explain the boundary without duplicating the same record across systems.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

CROSS-SYSTEM PRESSURE TESTS

PROMPT 111 • CROSS-SYSTEM ROUTING

Review the restaurant problem below and identify which Gravity Operating System should own the original record, which other systems need only a verified handoff, and which system should verify implementation. Do not duplicate records simply because multiple systems touch the issue. Explain the routing in plain restaurant language.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 112 • SHIFT PRESSURE TRIAGE

Given the following live shift problems, rank what the manager should address first using this order: immediate safety/legal/emergency/cash risk, guest harm, operating continuity, employee stability, financial loss, then optimization. Name the primary Gravity system for each issue and identify anything that can wait.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 113 • CORRECTIVE-ACTION CLOSURE TEST

Review these open corrective actions. Flag anything marked complete or closed without evidence that the correction worked. For each weak closure, state what evidence would justify Verified Closed and who should verify it.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 114 • RECURRING-PROBLEM DETECTOR

Review these Manager Log, audit, complaint, maintenance, training, or variance records. Identify problems that appear to be recurring even if they were described differently on different days. Separate one-time noise from patterns that deserve corrective action.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 115 • BAD-DATA CHALLENGE

Review the following restaurant dashboard or worksheet data. Identify missing sources, inconsistent definitions, suspicious defaults, stale dates, unexplained zeros, estimates presented as actuals, or sample/demo data that could mislead management. Do not invent corrections; state what must be verified.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 116 • 3-5 TOOL STARTER SET

Given this one restaurant pressure point, select only the 3-5 Gravity tools that create the minimum useful control loop. Explain why each is necessary and explicitly exclude tools that would add paperwork without changing a decision or producing needed evidence.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 117 • SHORT-STAFFED SHIFT PLAN

Using this sales forecast, scheduled staffing, employee competency matrix, call-outs, and minimum coverage requirements, identify the safest workable deployment plan. Do not treat an employee as qualified for a station unless the provided competency record supports it.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 118 • FORECAST MISS REVIEW

Compare forecast sales/guests/labor to actual results. Separate forecast-model error from an unexpected event, execution issue, weather/calendar factor, capacity issue, or bad source data. Recommend what should be preserved as a lesson for the next comparable day.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 119 • WALK-IN / EQUIPMENT FAILURE ROUTER

Review this equipment failure. Separate the Facilities & Maintenance record, any Food Safety action, any Risk & Continuity response, and any Food Cost inventory-loss record. Identify the one original record for each subject and the minimum handoffs between systems.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 120 • CASH EXCEPTION BOUNDARY CHECK

Review this cash/payment exception. Identify what belongs in Cash Controls & Loss Prevention, what may require an authorized HR/employment process, what can be coached through Manager Development, and what should not be copied into general manager notes because it is confidential or investigative.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 121 • SOP CHANGE INSTALLATION CHECK

A restaurant changed the following SOP. Build a verification checklist showing: controlled version, affected roles, training requirement, competency evidence, launch date, observation sample, corrective action for misses, and evidence required before the change can be considered adopted.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 122 • MULTI-UNIT DRIFT TEST

Compare these two locations' versions of the same standard or operating process. Identify meaningful drift, local differences that may be legitimate, conflicting source versions, and anything that needs Standards & Intelligence review before one location copies the other.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 123 • OWNER DAILY SIGNAL FILTER

Review today's restaurant records and identify the few items an involved owner genuinely needs to know. Exclude routine activity that management already controlled. Prioritize significant variances, unresolved risks, repeated problems, missed commitments, and decisions requiring owner authority.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

PROMPT 124 • PRESSURE-TEST A GRAVITY TOOL

Pressure-test the following Gravity form or workflow as if the restaurant is busy, short staffed, and the manager has ten minutes. Identify fields that are essential, fields that duplicate another source, decisions the tool should produce, what evidence proves completion, and what could be simplified without weakening control.

Manager check: Use current records and verified standards. Review the answer before acting; AI does not replace management judgment.

SERVICE + BAR EXPANSION — SEPTEMBER 2026

The following 18 prompts are derived from the completed Systems of Service flagship and both completed bar workbooks. They extend the existing 124-prompt edition without repeating its general pre-shift, inventory, vendor, promotion, training, or variance prompts.

FINAL-CATALOG REORGANIZATION RULE

When every planned Gravity book is complete, perform a full editorial reorganization of this digital workbook. De-duplicate and merge near-duplicates, then organize the surviving prompts around the manager's real workflow: prepare, open, operate, recover, close, review, improve, and build capability. Preserve cross-references to source books and systems. Do not reorganize merely to renumber pages or make the file look new.

Current expansion control: 215 prompts total. Prompts 180-189 came from the completed Guest Service, Complaints & Recovery workbook. Prompts 190-215 add de-duplicated connected-workspace workflows and specialty/advanced operations drawn from the controlled 525-SOP library.

SYSTEMS OF SERVICE

PROMPT 125 • DEMAND-TO-CAPACITY SHIFT MAP

Act as an experienced full-service restaurant operations leader. Build a demand-to-capacity map for the next shift using only the facts I provide. Demand picture: [forecast covers / reservations / walk-in expectation / large parties / off-premise demand] Timing: [arrival waves and likely peak windows] Available people by role and verified skill: [list] Station capacity or known limits: [host / servers / bussers / bar / expo / line / prep / pizza / salad / dish] Product, equipment, or facility constraints: [list] For each demand wave, identify the station most likely to become the constraint, the pressure that will transfer to other stations, the earliest observable warning signal, the manager action that should follow, and the evidence to monitor in real time. Do not assume every scheduled employee is equally capable. End with the three decisions that must be made before pre-shift.

Manager check: Use verified skill and station-capacity evidence; a headcount alone does not prove usable capacity.

PROMPT 126 • RESERVATION-WAVE & SEATING STRATEGY

Help me turn the following reservation and arrival pattern into an executable seating strategy without promising timing the restaurant cannot support. Reservation book: [times / party sizes / special needs] Expected walk-ins: [range and timing] Available tables and turn assumptions: [facts] Server sections and verified strength: [facts] Kitchen, bar, and expo capacity limits: [facts] Known large-party or menu-complexity risks: [facts] Create a time-blocked seating plan that protects the host stand, server workload, bar production, kitchen ticket flow, and guest expectations. Identify where pacing, holds, manager communication, or expectation-setting may be needed. State what would trigger a change to the plan and what the host should communicate when actual conditions differ.

Manager check: A seating plan must respect whole-restaurant capacity; an open table is not automatically usable capacity.

PROMPT 127 • EVERY-STATION READINESS EXCEPTION PLAN

Review this pre-service readiness evidence for every operating station. Stations: [host / servers / bussers / bar / expo / line / prep / pizza / salad / dish] Opening checks and verified condition by station: [paste] Unfinished prep, low product, equipment issues, training gaps, or call-outs: [list] Expected demand and timing: [facts] Do not rewrite a generic opening checklist. Create an exception plan showing only what is outside standard, the guest or operating consequence, the temporary control, the accountable owner, the deadline, the escalation trigger, and the proof needed before the exception can be considered closed. Separate critical blockers from conditions the team can safely manage during service.

Manager check: Keep permanent station checklists in their controlled source; use this prompt only for verified exceptions and decisions.

PROMPT 128 • PRE-SHIFT PLAN TRANSFER AUDIT

Audit whether this pre-shift meeting actually transferred the operating plan to the team. Manager plan: [paste concise plan] Pre-shift talking points used: [paste] Station-specific changes or exceptions: [list] Questions employees asked: [notes] Observed execution during the first service wave: [facts] Identify what the team clearly understood, what remained vague, which roles did not receive the information they needed, and whether owners, triggers, and escalation paths were explicit. Produce a corrected five-minute transfer outline for the next shift and no more than three verification questions a manager can ask employees to confirm understanding.

Manager check: Attendance does not prove transfer; verify that each role can explain the plan and its decision triggers.

PROMPT 129 • CONTINGENCY TRIGGER & PRESSURE RESPONSE BUILDER

Turn these known service risks into predefined contingency triggers and responses. Expected demand: [facts] Known risks: [call-outs / reservation wave / equipment / product / weather / new employees / other] Current staffing and station capacity: [facts] Available manager authority and backup resources: [facts] For each material risk, define: early warning signal, measurable trigger where possible, immediate response, person authorized to act, communication path, guest-protection step, conditions for escalation, and evidence that shows the response worked. Avoid vague instructions such as “watch closely” or “use judgment” unless you define what the manager should observe.

Manager check: A contingency plan becomes useful only when the trigger, authority, and first action are clear before pressure arrives.

PROMPT 130 • LIVE PLAN VARIANCE & NEXT-SHIFT ADVANTAGE

Compare the shift plan with what actually happened and convert the difference into a next-shift advantage. Planned demand, staffing, deployment, pacing, prep, and contingencies: [paste] Actual conditions and timing: [facts] Manager changes made during service: [facts] Guest, team, ticket-time, product, and financial effects: [facts] Open commitments: [list] Separate forecast error, capacity error, readiness miss, execution miss, and unavoidable exception. Identify which live adjustments helped, which transferred pressure elsewhere, and what should change before the next comparable shift. End with one lesson to preserve, one controlled change to test, one owner, and the evidence required to verify improvement.

Manager check: Do not turn one unusual shift into a permanent standard without comparable evidence.

BAR, BEVERAGE & POUR COST CONTROL

PROMPT 131 • STANDARD DRINK CARD AUDIT

Audit this beverage recipe or Standard Drink Card for operational and financial completeness. Drink name and approved recipe: [ingredients / exact quantities / method] Glassware, ice, garnish, presentation, and service standard: [details] Current ingredient costs and purchase units: [data] Selling price and POS name/button: [data] Observed bartender variations: [facts] Check for unclear measurements, missing yield assumptions, inconsistent build order, unpriced components, garnish or mixer omissions, unsupported substitutions, presentation gaps, and POS naming problems. Calculate only from the data provided. Produce a corrected-control checklist and list every fact management must verify before approving a new recipe version.

Manager check: The approved recipe version controls; AI may expose gaps but cannot invent pour sizes, costs, or responsible-service rules.

PROMPT 132 • BEVERAGE RECIPE COST & CONTRIBUTION REVIEW

Review this beverage item using both cost percentage and contribution dollars. Recipe quantities and current unit costs: [data] Garnish, mixer, batch-yield, and consumable costs: [data] Selling price: [amount] Units sold and sales mix: [data] Preparation time, training difficulty, and service impact: [facts] Calculate recipe cost, recipe beverage-cost percentage, and gross contribution dollars only where the inputs support them. Explain how an attractive cost percentage can still produce weak contribution and how a higher-cost item can still contribute well. Identify missing data, operational tradeoffs, and the next pricing, recipe, or menu-placement questions management should verify before changing the drink.

Manager check: Review guest value, brand fit, execution, and responsible service along with the calculation.

PROMPT 133 • POUR-COST VARIANCE INVESTIGATION

Help me investigate a beverage pour-cost variance without assuming theft or blaming the bar team. Beverage sales by category: [data] Actual product usage at cost: [data] Theoretical product cost or recipe usage: [data] Inventory counts and count method: [facts] Purchases, transfers, waste, comps, spills, substitutions, and promotions: [data] Recipe versions, POS mapping, and observed pour practice: [facts] Quantify the verified variance, then rank the checks for count accuracy, purchase/transfer recording, recipe version, POS mapping, unrecorded waste or comps, portion drift, pricing/mix, and possible loss. Separate mathematical facts from hypotheses. Produce a neutral investigation sequence, the evidence needed at each step, and a stop point before any employee conclusion.

Manager check: A variance is an investigation target, not proof of misconduct.

PROMPT 134 • BEVERAGE INVENTORY JUSTIFICATION & PRODUCT RATIONALIZATION

Evaluate whether each beverage product still has a clear reason to occupy cash, shelf space, and training attention. Product list, cost, and usable on hand: [data] Menu Reach—the number of approved permanent uses: [data] Recent demand and last meaningful use: [data] Contribution value and guest/brand importance: [facts] Cross-use, substitution, and responsible depletion options: [facts] Classify each item as Core, Cross-Use, Seasonal, One-Drink Risk, Deplete, or Review. Explain the evidence, identify products with weak inventory justification, and propose controlled next steps such as menu use, approved feature, legal return, substitution, par change, depletion, or retirement. Do not recommend irresponsible promotion or automatic reordering.

Manager check: A product should not survive merely because it is already on the shelf or once appeared in a recipe.

PROMPT 135 • BARTENDER RECIPE CONSISTENCY TRAINING PLAN

Build a short verification-based training plan for the beverage standards below. Approved Standard Drink Cards: [paste or summarize] Observed variations by drink or technique: [facts] Bartender experience and verified skills: [facts] High-volume or high-risk drinks: [list] Service schedule and available practice time: [facts] Prioritize the smallest set of standards that will reduce the greatest quality, cost, speed, and guest risk. Include trainer demonstration, measured practice, blind recipe recall where appropriate, live representative observation, remediation for misses, and independent manager verification. Do not certify from attendance or time completed alone.

Manager check: Train the approved version and verify repeatable execution under representative service conditions.

PROMPT 136 • BEVERAGE FEATURE / PROMOTION PROFITABILITY TEST

Evaluate this proposed beverage feature or promotion before launch. Drink and approved recipe: [details] Recipe cost, selling price, and expected contribution: [data] Target guest or occasion: [facts] Expected units and timing: [range] Inventory already on hand and any new one-use products: [data] Prep, service, training, responsible-service, and POS requirements: [facts] Identify the financial case, inventory risk, operational burden, training need, cannibalization risk, responsible-service guardrails, and evidence required to judge the test. Produce a launch/no-launch checklist plus keep/change/stop thresholds. Do not label added sales as profitable without considering product cost, labor, waste, and displaced sales.

Manager check: A feature must improve contribution and fit the operation; it is not useful merely because it is creative.

BAR INVENTORY & ORDERING**PROMPT 137 • USABLE INVENTORY RECONCILIATION**

Convert this beverage count into usable inventory for the next order decision. Physical count by full, open, partial, keg, case, or each: [data] Approved open-container count method: [method] Damaged, expired, spoiled, committed, quarantined, returned, or designated-for-disposal product: [data] Transfers and count-unit definitions: [facts] Calculate Usable On Hand = Physical On Hand - Unusable / Committed Product only where units are compatible. Flag mixed units, unsupported estimates, method changes, and high-risk counts requiring management verification. Produce a reconciliation table that preserves physical count, deductions, reason, usable amount, verifier, and unresolved question.

Manager check: Product can physically exist without being usable for normal ordering; never hide deductions inside the final number.

PROMPT 138 • GRAVITY SMART ORDER BUILDER

Build a beverage order from target need and usable inventory rather than memory or an empty shelf. Approved normal par by item: [data] Approved Temporary Target where applicable: [data and expiration] Usable Inventory On Hand: [data] Open purchase orders and delivery timing: [data] Purchase unit, order minimum, budget guardrail, and known vendor issue: [facts] Use Suggested Order = Target Need - Usable Inventory On Hand, then show any proposed Final Order adjustment separately with its reason. Round only according to the purchase unit and stated management rule. Flag fractional needs that do not justify an additional unit, duplicate open orders, items that no longer belong in the program, and decisions that require manager approval.

Manager check: Keep the mathematical suggestion separate from management's approved adjustment so the decision remains visible.

PROMPT 139 • TEMPORARY TARGET & EVENT RESET PLAN

Create a controlled beverage inventory plan for this event or temporary demand exception. Event, date, expected guests, and service window: [facts] Featured beverages and expected mix: [data or range] Normal pars and usable on hand: [data] Delivery dates, storage limits, and substitutions: [facts] Products affected beyond the obvious base spirit: [mixers / modifiers / wine / beer / garnishes / zero-proof] Recommend Temporary Targets only where the evidence supports them, calculate suggested orders from usable on hand, identify cross-use and leftover risk, state the target's expiration, and create a post-event reset review. Do not convert a one-time target into a permanent par without later evidence.

Manager check: The temporary target expires; it must not silently become the new normal.

PROMPT 140 • RECEIVING, COST-CHANGE & CREDIT CLOSURE REVIEW

Review this beverage delivery from ordered quantity through verified financial closure. Purchase order: [ordered items / quantities / expected unit costs] Receiving record: [delivered / short / substituted / damaged] Invoice: [actual units / unit costs / fees] Credits promised or returns: [facts] Affected recipes, prices, pars, or future orders: [facts] Identify quantity and invoice discrepancies, calculate cost changes where supported, show which changes must travel to recipe or pricing review, list credits still open, and assign the next action and verifier. Separate received, accepted, disputed, credited, and verified-closed status. Do not close a vendor credit merely because it was promised.

Manager check: Receiving is the second half of ordering, and a promised credit remains open until verified.

PROMPT 141 • BEVERAGE VENDOR TOTAL-VALUE COMPARISON

Compare these beverage vendors on total operating value, not unit price alone. Quoted prices and package sizes: [data] Minimums, delivery frequency, lead time, fill rate, shortages, substitutions, and emergency support: [data] Credit handling, invoice accuracy, quality, availability, and administrative burden: [facts] Restaurant demand, storage, cash, and continuity constraints: [facts] Normalize comparable unit costs where the data supports it. Then score or summarize the operational tradeoffs without inventing weights. Identify which vendor is stronger for routine supply, high-risk items, emergency continuity, or negotiation, and state what evidence management still needs. Do not recommend the cheapest quote automatically.

Manager check: A lower price can cost more when minimums, shortages, credits, and service failure are included.

PROMPT 142 • DEAD INVENTORY & COUNT-ACCURACY DECISION REVIEW

Review this slow-moving beverage inventory without confusing a count problem with a product problem. Current and prior counts with count method: [data] Product value, menu reach, units sold, and last meaningful use: [data] Purchases, transfers, waste, breakage, and known adjustments: [data] Current status or proposed action: [facts] First test count-unit consistency, open-container method, purchases, transfers, and recording accuracy. Then identify products that appear to be true dead or excess inventory. Recommend an evidence-based decision: keep, reduce par, cross-use, seasonal hold, approved depletion, legal return, substitute, or retire. State why and identify any conclusion that must wait for a verified recount.

Manager check: Verify the count before drawing a behavior or product conclusion; use responsible, lawful depletion methods only.

MANAGER READINESS + ETHICAL LEADERSHIP — SEPTEMBER 2026

The following 13 prompts are derived from the completed Manager Readiness trainee workbook, owner/GM instructor edition, and follow-up packet. They add prerequisite, ethical-authority, fair-treatment, bidirectional-training, evidence, and reassessment controls without repeating the existing role-development and training prompts.

PREREQUISITE, DIAGNOSTIC & TRAINER READINESS

PROMPT 143 • QUIET GRAVITY PREREQUISITE READINESS REVIEW

Prepare a readiness discussion after a manager or management trainee reads Quiet Gravity.

Role and current responsibilities: [facts]
 Five reflections or passages the reader identified: [paste or summarize]
 Examples the reader connected to leadership behavior: [facts]
 Questions, disagreement, or uncertainty: [details]
 Owner/GM observations from the discussion: [facts]

Organize the discussion around self-awareness, authority, fairness, listening, repair, and responsibility. Identify what the reader understands, what needs clarification, and what behavior should be observed before or during training. Recommend Ready to proceed, Proceed with support, or Complete prerequisite work first. Do not infer private experiences, diagnose the reader, or require agreement with every passage.

Manager check: Use the reading to begin an evidence-based discussion; do not demand private disclosures or identical agreement.

PROMPT 144 • BASELINE MANAGER READINESS DIAGNOSTIC

Build a baseline manager-readiness diagnostic from the evidence below.

Current role and authorized duties: [facts]
 Known strengths supported by evidence: [facts]
 Known risks or development needs: [facts]
 Two opening scenarios and responses: [details]
 Recent observations, records, and operating conditions: [facts]

Classify each relevant capability as Ready, Ready with coaching, Developing, or Not yet applicable. Separate knowledge, judgment, observable behavior, and missing evidence. Recommend the smallest role-based learning path and the first representative workplace test. Do not treat confidence, tenure, popularity, or a single answer as proof of readiness.

Manager check: A baseline assigns development; it does not grant authority or become an employment decision by itself.

PROMPT 145 • OWNER/GM TRAINER QUALIFICATION GATE

Evaluate whether this owner or GM is ready to serve as the manager-readiness trainer.

Modules already studied: [list]
 Calibration-scenario response and reasoning: [details]
 Example of coaching an incomplete or unsafe answer: [details]
 Understanding of trainee and trainer authority boundaries: [details]
 Observed training behavior and evidence: [facts]

Test whether the trainer can explain the standard, recognize a responsible alternative answer, protect an independent attempt, coach without humiliation, distinguish evidence from opinion, and refuse to sign unobserved work. Recommend Ready to train, Ready with support, or Complete development before training, with the evidence required for the next decision.

Manager check: Position and experience do not automatically prove that an owner or GM is ready to train another manager.

ETHICAL AUTHORITY & EMPLOYEE TREATMENT

PROMPT 146 • ETHICAL USE OF AUTHORITY DECISION REVIEW

Review this proposed management decision for ethical use of authority.

Decision and intended result: [details]

Manager's actual authority and limits: [facts]

People and standards affected: [facts]

Evidence supporting the decision: [facts]

Alternatives considered: [list]

Pressure, conflict of interest, favoritism, or retaliation risk: [facts or unknown]

Identify whether the decision is necessary, fair, consistent, explainable, reversible where appropriate, and within authority. Flag any use of power for convenience, punishment, image protection, or personal preference.

Recommend proceed, revise, escalate, or stop, and state what must be documented and reviewed afterward. Do not supply legal conclusions.

Manager check: Authority should be used for the good of people and the operation, within lawful and defined boundaries.

PROMPT 147 • DIGNITY, FAIRNESS & EMPLOYEE-TREATMENT REVIEW

Review this employee-treatment situation using dignity, fairness, and evidence.

Situation and decision required: [facts]

Applicable standard or expectation: [text]

Employee's known conduct and relevant context: [facts]

How comparable situations were handled: [facts or unknown]

Support, coaching, accommodation, or escalation already considered: [details]

Separate facts from labels and assumptions. Test whether the process allowed the employee to be heard, protected privacy, avoided humiliation, applied a relevant standard consistently, and explained any different treatment. Identify missing evidence and recommend a respectful next step within the manager's authority. Flag HR, legal, safety, retaliation, discrimination, or accommodation concerns for qualified review.

Manager check: Equal dignity does not require identical outcomes; differences must rest on relevant facts and consistent standards.

PROMPT 148 • EMPLOYEE CONCERN & NON-RETALIATION RESPONSE PLAN

Prepare a safe management response to this employee concern.

Concern as reported, using only necessary details: [facts]

Immediate safety or operational risk: [facts]

Manager's authority and required escalation path: [facts]

Confidentiality limits and records required: [policy]

Any scheduling, discipline, evaluation, or treatment decisions that could appear retaliatory: [facts]

Draft the manager's first response, clarifying questions, immediate protections, documentation steps, escalation, and follow-up commitment. Separate what the manager knows from what requires investigation. Identify actions to pause or independently review to reduce retaliation risk. Do not investigate beyond authority, promise secrecy, reach a legal conclusion, or judge credibility from tone alone.

Manager check: A concern must be received without punishment, dismissal, forced disclosure, or a promise the manager cannot keep.

BIDIRECTIONAL TRAINING & DECISION BOUNDARIES

PROMPT 149 • TRAINEE ANSWER & RESPONSIBLE-ALTERNATIVE REVIEW

Evaluate this manager-trainee answer without forcing one scripted response.

Scenario and questions: [paste]

Trainee's independent answer and reasoning: [paste]

Best-supported answer from the instructor edition: [paste or summarize]
 Critical standard, authority boundary, and required outcome: [facts]
 Observed workplace evidence, if any: [facts]

Classify the answer as Strong and ready to test, Acceptable with coaching, Incomplete, or Unsafe. Explain what facts and standards the trainee protected, whether a different approach is still responsible, what is missing, and what would make the answer unsafe. Provide coaching questions rather than replacing the trainee's thinking. State the representative workplace evidence required before authorization.

Manager check: Judge the reasoning and protected standard, not whether the trainee copied the instructor's wording.

PROMPT 150 • CRITICAL-FAILURE & EMPLOYMENT-BOUNDARY CHECK

Review this manager-readiness result for critical failure and decision boundaries.

Scenario, task, or observation: [details]
 Trainee response or behavior: [facts]
 Applicable critical standard: [facts]
 Immediate risk to people, safety, legality, dignity, money, or records: [facts]
 Existing policy, HR process, and manager authority: [facts]

Determine whether the result is a coachable miss, a retest condition, a temporary authority restriction, or a critical failure requiring immediate escalation. Separate training decisions from scheduling, promotion, discipline, or termination decisions. State what may be decided now, what requires consultation, what evidence must be preserved, and what must not be inferred. Do not generate a final employment decision.

Manager check: Training evidence may inform management, but this workbook alone must not make an employment decision.

VERIFICATION, SYSTEM GAPS & FOLLOW-UP

PROMPT 151 • WORKPLACE VERIFICATION EVIDENCE QUALITY AUDIT

Audit the quality of evidence offered for this manager capability.

Capability and approved standard: [details]
 Representative operating conditions: [facts]
 What was directly observed: [facts]
 Prompts, coaching, assistance, or unusual conditions: [facts]
 Records or outcomes supporting the observation: [details]
 Reviewer identity, authority, and relationship to the work: [facts]

Judge whether the evidence is direct, representative, specific, current, independently verified, and sufficient for the stated authority. Identify contamination from coaching, hindsight, self-report, easy conditions, or missing records. Recommend authorize, authorize with limits, gather more evidence, or retest, and specify the next representative test.

Manager check: Attendance, discussion, confidence, and an unobserved signature do not prove workplace capability.

PROMPT 152 • SYSTEM GAP VS INDIVIDUAL PERFORMANCE DIAGNOSIS

Determine whether this recurring performance problem is primarily an individual capability gap, a system gap, or both.

Expected result and approved standard: [facts]
 Observed misses across people, shifts, or conditions: [facts]
 Training and verification completed: [facts]
 Staffing, tools, workload, authority, information, and operating conditions: [facts]
 Manager direction, follow-up, and known exceptions: [facts]

Map the evidence by person, process, standard, tool, staffing, authority, and environment. Identify the strongest supported cause, competing explanations, and missing evidence. Recommend what to repair in the system, what to coach or retest with the individual, who owns each action, and how the result will be verified. Do not assign blame

merely because one person's name appears on the record.

Manager check: Do not coach or discipline a person for a failure created by an unclear standard, broken tool, staffing limit, or conflicting direction.

PROMPT 153 • MANAGER READINESS CHECKPOINT DECISION

Prepare a manager-readiness checkpoint decision after the assigned module group.

Modules completed: [list]

Knowledge and scenario results: [evidence]

Observed workplace demonstrations: [evidence]

Critical misses, coaching, retests, and unresolved system gaps: [facts]

Authority currently held and authority being considered: [facts]

Summarize demonstrated strengths, incomplete capabilities, unsafe conditions, and evidence limitations. Recommend Advance, Advance with limits and support, Hold for targeted development, or Return to an earlier module. Assign the smallest next action, owner, representative test, and review date. Do not advance from completed pages alone.

Manager check: A checkpoint controls progression; it is not a ceremony and should not be passed to preserve a schedule.

PROMPT 154 • 30-60 DAY POST-TRAINING REASSESSMENT

Build a targeted 30-60 day reassessment for this trained manager.

Original readiness decision and authorized limits: [facts]

Capabilities requiring follow-up: [list]

Since-training records, outcomes, incidents, and observations: [facts]

Changes in role, staffing, standards, or operating conditions: [facts]

Manager and owner/GM concerns: [facts]

Select only the capabilities and scenarios that need review. Include one independent response, one representative workplace observation, retained-behavior evidence, system-gap check, and a bidirectional review conversation. Recommend continue authority, continue with support, narrow authority, targeted retraining, or escalation, with owners and dates. Do not restart the full program unless the evidence justifies it.

Manager check: Follow-up must test retained behavior under real conditions, not repeat the original classroom conversation.

PROMPT 155 • FINAL SCENARIO BANK, ASSIGNMENT & RETEST PLAN

Build a final manager-readiness judgment event from the available scenario bank.

Manager role and likely decisions: [facts]

Completed learning path and remaining risks: [facts]

Available core scenarios: [list]

Available role-specific scenarios: [list]

Scenarios previously seen or coached: [list]

Critical standards and authority boundaries: [facts]

Assign 10 mandatory core scenarios plus 4-6 role-specific scenarios where the bank supports that structure. Balance people, safety, operations, judgment, communication, records, escalation, and follow-through. Keep unused scenarios reserved for retest. Produce an assignment sheet and scoring plan that evaluates facts, decision, authority, manager language, and record/follow-up. Do not reveal answer guidance before the independent attempt.

Manager check: Use enough varied scenarios to test judgment while reserving unused material for a valid retest.

INDEPENDENT REAL-WORLD MANAGEMENT TOOLS —

SEPTEMBER 2026

The following 18 prompts address recurring leadership and operating decisions that are useful beyond any single Gravity book or website feature. They strengthen truth, fairness, continuity, change control, and management follow-through without replacing policy, law, professional review, or human judgment.

DECISION QUALITY, ALIGNMENT & CAPACITY

PROMPT 156 • DECISION PRE-MORTEM

Pressure-test this proposed restaurant decision before implementation.

Decision, intended result, owner, and deadline: [facts]

Evidence supporting it: [facts]

People, systems, money, guests, and standards affected: [facts]

Known limits and assumptions: [facts]

Assume the decision failed six months from now. Identify the most plausible causes, people or standards harmed, hidden dependencies, early warning signs, and preventive controls. Separate high-impact risks from unlikely possibilities. Produce a short proceed/revise/pilot/stop recommendation, named controls, monitoring dates, and a recovery trigger. Do not invent facts or use imagined failure as evidence of misconduct.

Manager check: Use this before commitment; imagined failure is a planning tool, not proof that failure will occur.

PROMPT 157 • OWNER-GM ALIGNMENT REVIEW

Compare the owner's expectations with the GM's understanding of the role.

Owner's stated priorities, limits, and measures of success: [paste]

GM's stated priorities, limits, and measures of success: [paste]

Current decision rights and escalation rules: [facts]

Recent disagreements, overrides, or missed expectations: [facts]

Identify agreements, contradictions, silent assumptions, unclear authority, reporting gaps, and decisions that appear to have two owners or none. Draft an alignment agenda that ends with explicit decisions, owners, measures, communication rules, and a review date. Do not decide that one person is correct merely because of title.

Manager check: Agreement on goals is insufficient when authority, reporting, and decision ownership remain unclear.

PROMPT 158 • CONFLICTING DIRECTION RESOLVER

Resolve these conflicting restaurant directions.

Direction A, source, time, and stated reason: [facts]

Direction B, source, time, and stated reason: [facts]

Approved SOP, policy, safety rule, or current standard: [facts]

Immediate operating conditions and risk: [facts]

Employee or manager caught between the directions: [role]

Separate actual conflict from wording differences. Identify which authority or controlling standard applies, what must be paused, who must resolve the conflict, and what the affected person should do safely in the meantime. Draft a short clarification message and the record needed to prevent recurrence. Never override law, safety requirements, or approved policy through informal preference.

Manager check: Do not make an employee choose privately between conflicting authorities or standards.

FAIRNESS, TRUST & REPAIR

PROMPT 159 • FAVORITISM & CONSISTENCY AUDIT

Audit this management pattern for favoritism and unsupported inconsistency.

Decisions being compared: [schedules / opportunities / coaching / discipline / recognition]

People, dates, and relevant circumstances: [de-identified facts]

Applicable standards and decision owners: [facts]

Documented reasons for differences: [facts or missing]

Compare like situations using job-related criteria. Identify supported differences, unexplained differences, incomplete records, and patterns requiring independent review. Recommend corrections to process, documentation, communication, or oversight without presuming unlawful discrimination or individual intent. Flag retaliation, discrimination, accommodation, or legal concerns for qualified review.

Manager check: Different outcomes may be fair only when relevant facts and standards explain the difference.

PROMPT 160 • MANAGER BURNOUT & CAPACITY REVIEW

Review this manager's workload and operating capacity.

Role, scheduled hours, and actual availability demands: [facts]

Decisions, tasks, reports, and people currently owned: [list]

Interruptions, coverage, vacancies, and recurring emergencies: [facts]

Delegation, backup capability, and recovery time: [facts]

Recent errors, delays, missed follow-up, or behavior changes: [facts]

Identify overload, decision bottlenecks, avoidable work, abandoned delegation, single-person dependencies, and risks to judgment or employee treatment. Recommend what to stop, delegate, simplify, schedule, back up, or escalate. Include immediate safety protection and a 14-day capacity reset. Do not diagnose health conditions or treat endurance as proof of readiness.

Manager check: This is an operating-capacity review, not a medical diagnosis.

PROMPT 161 • EMPLOYEE WORKLOAD FAIRNESS REVIEW

Review workload distribution across this restaurant team.

Roles, verified skills, availability, and authorized duties: [facts]

Difficult stations, closing duties, call-in coverage, training assignments, and schedule disruptions: [records]

Hours, recovery time, requested limits, and approved accommodations: [facts]

Business needs and staffing constraints: [facts]

Identify concentrated burdens, repeated inconvenience, invisible support work, skill-based reasons for differences, and gaps that records cannot explain. Recommend fair redistribution, cross-training, recognition, staffing, or manager review while protecting privacy. Do not infer motivation or recommend changes that violate availability, accommodation, safety, or policy.

Manager check: Fairness requires relevant evidence; it does not require every employee to receive identical work.

PROMPT 162 • RUMOR, GOSSIP & TRUST REPAIR PLAN

Prepare a response to a rumor or gossip problem affecting the restaurant.

What was directly reported or observed: [facts]

What remains unverified: [claims]

People, privacy, safety, or operations affected: [facts]

Relevant conduct, reporting, and escalation standards: [facts]

Separate verified information, legitimate employee concerns, harmful repetition, and unknowns. Recommend immediate communication, private fact-finding within authority, protections against retaliation, behavior expectations, escalation, and follow-up. Draft language that corrects the process without publishing private details or demanding

silence about lawful concerns. Do not identify a source through speculation.

Manager check: Address workplace damage without repeating allegations unnecessarily or turning rumor into fact.

CHANGE CONTROL, EXCEPTIONS & CONTINUITY

PROMPT 163 • CHANGE-READINESS TEST

Test whether this proposed restaurant change is ready for implementation.

Problem and intended result: [facts]

Proposed change and decision owner: [details]

Affected roles, systems, standards, guests, and records: [facts]

Training, tools, staffing, time, and budget available: [facts]

Pilot, measurement, rollback, and communication plan: [details]

Score readiness across clarity, authority, capacity, training, controlled documents, dependencies, risk, measurement, and sustainment. Identify blocking gaps and distinguish must-fix-before-launch items from manageable pilot risks. Recommend launch, limited pilot, revise, or hold, with owners and dates. Do not confuse announcement with installation.

Manager check: A good idea is not ready to launch until the operation can understand, support, and verify it.

PROMPT 164 • POLICY EXCEPTION DECISION

Evaluate this requested exception to a restaurant policy or standard.

Policy or standard and its purpose: [text]

Requested exception, reason, scope, and duration: [facts]

Requester and authorized decision owner: [roles]

People, safety, legal, financial, guest, and precedent risks: [facts]

Available alternatives: [list]

Determine whether the exception is necessary, within authority, consistent with controlling requirements, time-limited, and capable of being monitored. State approve/modify/deny/escalate, required safeguards, documentation, communication, expiration, and post-exception review. Flag legal, HR, food-safety, accessibility, or accommodation issues for qualified review.

Manager check: An exception must remain visible, authorized, limited, and reviewable so it does not silently become the standard.

PROMPT 165 • MANAGER APOLOGY & REPAIR PREPARATION

Help this manager prepare an accountable apology and repair conversation.

What the manager said, did, or failed to do: [facts]

Impact reported or observed: [facts]

Standard, promise, or responsibility missed: [facts]

Immediate correction already made: [facts]

Authority and privacy limits: [facts]

Draft a concise apology that acknowledges the specific action and impact, accepts responsibility without excuses, states the correction, invites appropriate input, and commits to follow-up. Add a repair plan with observable actions and a review date. Avoid admissions or promises beyond known facts and authority; flag matters requiring HR, legal, insurer, or senior-leader guidance.

Manager check: A useful apology names the harm and repair without demanding forgiveness or centering the manager's intentions.

PROMPT 166 • RECOGNITION FAIRNESS & CREDIBILITY REVIEW

Review this restaurant's recognition pattern for fairness and credibility.

Recognition given, by whom, and stated reasons: [records]

Relevant contributions and verified outcomes: [facts]
 Employees, roles, shifts, and work that receive little visibility: [facts]
 Current recognition criteria and opportunities: [facts]

Identify specific earned recognition, vague praise, repeated visibility bias, overlooked support work, and unequal access to recognition opportunities. Recommend clearer criteria, evidence sources, manager practices, and a balanced recognition plan. Do not rank employee worth, invent contributions, or disclose private performance information.

Manager check: Recognition should make valuable behavior visible without turning popularity or visibility into the standard.

PROMPT 167 • SUCCESSION & SINGLE-POINT-OF-FAILURE REVIEW

Identify restaurant work that depends too heavily on one person.

Critical duties, decisions, relationships, access, and knowledge: [list]
 Current owners and verified backups: [facts]
 Controlled instructions, records, and access protections: [facts]
 Upcoming absences, turnover risks, or growth needs: [facts]

Map single-person dependencies by operational impact and urgency. Recommend documentation, cross-training, decision-right clarification, access controls, backup verification, and staged succession. Protect confidential access and preserve separation of duties. Do not recommend sharing passwords, bypassing controls, or removing appropriate specialist ownership.

Manager check: The goal is dependable continuity, not making one valuable employee easier to replace.

ETHICAL GROWTH, FEEDBACK & MANAGEMENT RHYTHM

PROMPT 168 • ETHICAL SALES-PRESSURE CHECK

Review this sales contest, upselling expectation, quota, or promotion for ethical pressure.

Offer, target, incentive, and measurement method: [facts]
 Products, prices, margins, and guest value: [facts]
 Employee expectations and consequences: [facts]
 Responsible-service, disclosure, accessibility, and service standards: [facts]

Identify legitimate selling behavior, coercive or misleading pressure, incentive distortion, fairness problems, operational burden, and risks to guest trust. Recommend proceed, revise, pilot, or stop, with approved language, guardrails, monitoring, and stop conditions. Do not encourage deceptive selling or treat every guest interaction as a sales failure.

Manager check: Sales growth is not acceptable when it depends on misleading guests, humiliating employees, or sacrificing service standards.

PROMPT 169 • ANONYMOUS FEEDBACK PATTERN REVIEW

Analyze this set of anonymous restaurant feedback responsibly.

Feedback entries with dates and necessary context: [de-identified text]
 Known operating records or corroborating evidence: [facts]
 Relevant standards and reporting channels: [facts]
 Previous related concerns and actions: [facts]

Group recurring themes without guessing identities. Separate verifiable operational signals, serious allegations requiring escalation, opinions, isolated claims, and missing evidence. Recommend safe follow-up, independent fact checks, communication, protections against retaliation, and review dates. Do not expose writing-style clues or use AI to identify anonymous contributors.

Manager check: Anonymous feedback can reveal risk, but anonymity does not prove or disprove the underlying claim.

PROMPT 170 • MEETING VALUE AUDIT

Audit this restaurant's recurring meetings.

Meeting list, frequency, duration, participants, and purpose: [facts]
 Recent agendas, decisions, action items, and completion rates: [records]
 Information available through existing logs or reports: [facts]
 Participant feedback and operating constraints: [facts]

Classify each meeting as keep, shorten, combine, redesign, replace with an existing record, or eliminate. Identify decisions that need live discussion, attendees who are necessary, preparation required, and follow-through controls. Produce a lean meeting rhythm and estimate time returned. Do not remove legally, contractually, or safety-required communication.

Manager check: A meeting earns its time by producing necessary understanding, decisions, ownership, or coordination.

PROMPT 171 • MANAGER PROMISE & COMMITMENT TRACKER

Build a control record for management promises and commitments.

Promises made to employees, guests, vendors, owners, or managers: [list]
 Person responsible and person affected: [roles]
 Date promised, due date, evidence, and current status: [facts]
 Dependencies, authority limits, and changed conditions: [facts]

Separate commitments, intentions, requests, and unauthorized promises. Identify overdue or unclear commitments, reputational risk, and the next honest communication required. Produce a concise tracker with owner, due date, next action, verification, and closure status. Do not mark an item complete because a message was sent or because the original promise became inconvenient.

Manager check: A promise remains open until delivered, renegotiated honestly, or explicitly closed with the affected person.

SYSTEM CONSEQUENCES & TRUTH**PROMPT 172 • OPERATIONAL CHANGE CONSEQUENCE REVIEW**

Trace the consequences of this proposed operational change across the restaurant.

Change, reason, owner, and intended benefit: [facts]
 Affected role, station, process, tool, or standard: [facts]
 Current baseline and known dependencies: [facts]
 Time, staffing, training, technology, and financial constraints: [facts]

Map likely effects on labor, training, food safety, speed, quality, cleanliness, guest experience, employee workload, records, inventory, cash, and management follow-through. Identify required companion changes, new failure points, conflicts with controlled documents, and measures for a reversible pilot. Recommend proceed, revise, sequence, or stop without inventing impacts unsupported by the supplied facts.

Manager check: A local improvement can create a larger failure elsewhere when system connections are ignored.

PROMPT 173 • WHAT ARE WE PRETENDING NOT TO KNOW? REVIEW

Conduct a disciplined truth review of this restaurant or leadership team.

Recurring problems, exceptions, complaints, and missed commitments: [facts]
 Relevant operating and people records: [data]
 What employees, managers, guests, or vendors repeatedly report: [de-identified facts]
 Explanations and actions already attempted: [facts]

Identify truths supported by repeated evidence, important questions still open, contradictions between stated standards and actual behavior, and issues being renamed instead of resolved. Separate evidence from suspicion. Recommend the first truth to face, decision owner, immediate protection, smallest corrective action, verification measure, and review date. Do not diagnose motives or turn anonymous claims into established fact.

Manager check: Use this to face supported operating truth, not to accuse people or manufacture certainty.

FINAL SITE + SYSTEM GAP SCAN — SEPTEMBER 2026

These six prompts complete the final comparison against the current public Gravity site and connected operating-environment architecture. They address system-level gaps not already covered by the first 173 prompts.

CONTROL VALUE, DATA, DISCOVERY & MATURITY

PROMPT 174 • CONTROL & PAPERWORK BURDEN REVIEW

Audit the restaurant's current forms, logs, checklists, trackers, meetings, and recurring reports.

Control name, purpose, owner, user, frequency, and review method: [list]

Decisions actually made from each control: [facts]

Completion time, duplication, missed use, and complaints: [facts]

Legal, safety, accounting, payroll, insurance, or policy requirements: [facts]

Identify required controls, high-value controls, duplicates, unused records, excessive frequency, fields nobody reviews, and controls that could be combined or retired. Recommend keep, simplify, combine, reduce frequency, replace, or retire, with decision owners and safeguards. Do not remove an authoritative or risk-critical record merely because it is inconvenient.

Manager check: A control earns its place only when its decision value exceeds the burden of completing and reviewing it.

PROMPT 175 • MINIMUM-NECESSARY DATA & PRIVACY REVIEW

Review this restaurant record, workflow, or system for minimum-necessary data use.

Business purpose and authorized users: [facts]

Fields collected, source, and frequency: [list]

Employee, guest, payment, health, identity, or confidential information involved: [facts]

Storage, access, sharing, retention, and deletion practices: [facts]

Applicable policy and authoritative requirements: [facts]

Identify unnecessary fields, excessive access, risky free-text collection, avoidable identifiers, unclear retention, uncontrolled copies, and missing ownership. Recommend minimize, mask, restrict, separate, retain, archive, or securely delete within policy and law. Do not request passwords, full payment-card data, or unnecessary personal information.

Manager check: Collect and expose only the information necessary for the authorized operating purpose.

PROMPT 176 • UNKNOWN-ISSUE & BLIND-SPOT DISCOVERY

Search these restaurant records for important issues management has not already named.

Time period and operating context: [facts]

Sales, labor, food cost, waste, guest, training, maintenance, safety, cash, and people signals available: [data]

Known issues and actions already open: [list]

Missing, delayed, inconsistent, or unusually quiet records: [facts]

Identify anomalies, unexpected relationships, repeated exceptions, missing expected activity, sudden changes, and areas where the absence of evidence may itself require a check. Rank only evidence-supported investigation questions by potential impact and urgency. State what record or observation would confirm or reject each question. Do not label an anomaly as misconduct, causation, or proof.

Manager check: This review searches for unsupported assumptions and unexplained patterns; it does not manufacture problems.

PROMPT 177 • PILOT-TO-OPERATIONAL MATURITY GATE

Decide whether this restaurant tool, process, or system is ready to move beyond controlled pilot status.

Pilot purpose, scope, owner, locations, roles, and dates: [facts]

Completion, adoption, outcome, exception, and corrective-action evidence: [data]

Training, documentation, access, backup, and review controls: [facts]

Failures, workarounds, unresolved risks, and user feedback: [facts]

Evaluate clarity, usability, adoption, result quality, evidence integrity, ownership, scalability, failure recovery, and sustainment.

Recommend remain in development, extend pilot, approve with limits, or move to operational status. Specify blocking gaps, approval owner, controlled version, review date, and rollback trigger. Do not promote status to meet a deadline or because no complaint was recorded.

Manager check: A successful demonstration is not enough; operational maturity requires repeatable use, ownership, evidence, and recovery from failure.

CROSS-SYSTEM LEARNING & IMPROVEMENT

PROMPT 178 • CROSS-SYSTEM SIGNAL & CAUSATION CHECK

Review this possible relationship between restaurant results across systems.

Signals, definitions, sources, and time periods: [data]

Observed timing and pattern: [facts]

Relevant changes in price, hours, staffing, menu, weather, events, equipment, or operations: [facts]

Known data-quality limits and missing comparison periods: [facts]

Test timing, unit consistency, alternative explanations, lag effects, seasonality, and whether the relationship repeats under comparable conditions. Separate observation, plausible explanation, testable hypothesis, and supported conclusion. Recommend the smallest safe test or additional evidence needed before action. Do not claim causation or individual fault from correlation alone.

Manager check: Signals moving together can guide investigation, but correlation alone does not establish cause.

PROMPT 179 • FEEDBACK-TO-SYSTEM IMPROVEMENT CONTROL

Convert this collection of restaurant feedback into controlled improvement decisions.

Feedback from employees, managers, guests, vendors, or auditors: [de-identified entries]

Affected standard, tool, process, or system: [facts]

Frequency, severity, evidence, and operating context: [facts]

Previous responses and current owner: [facts]

Group repeated themes while preserving meaningful disagreement. Separate misunderstanding, training need, usability problem, system defect, isolated preference, risk report, and improvement opportunity. Recommend clarify, train, correct, test, defer, reject, or escalate, with reason, owner, due date, verification, and response to the people affected. Do not promise every suggestion will be adopted or expose confidential identities.

Manager check: Feedback becomes valuable when it is classified, decided, owned, tested, and closed visibly.

GUEST SERVICE, COMPLAINTS & RECOVERY — SEPTEMBER 2026

These 10 prompts are derived from the completed Guest Service, Complaints & Recovery Workbook. They are included in the current 215-prompt edition and cover complaint classification, recovery follow-up, authority, metrics, coaching, corrective action, and cause-closure controls without transferring management judgment to AI.

COMPLAINT EVIDENCE, RECOVERY & SYSTEM CORRECTION

PROMPT 180 • COMPLAINT THEME CLASSIFICATION

Using only the complaint records I provide, group the concerns into stable restaurant categories such as service, food quality, accuracy, speed, facility, policy, expectation, payment, safety, or conduct. Separate reported facts from verified facts. Do not decide blame. Show any records that do not fit cleanly and explain what additional fact a manager should verify.

Manager check: Classification organizes evidence; it does not decide blame or turn a guest report into a verified fact.

PROMPT 181 • REPEAT-CAUSE PATTERN REVIEW

Review these guest concern records by shift, daypart, station, item, manager response, and failure type. Identify repeated patterns that are supported by the data, distinguish frequency from severity, and list evidence gaps. Do not assume one employee caused a system pattern.

Manager check: A repeated pattern is an investigation target; do not assign individual cause without supporting evidence.

PROMPT 182 • RECOVERY FOLLOW-UP DRAFT

From the verified facts and the recovery action already approved by the manager, draft a short, calm guest follow-up message. Acknowledge the experience, state only verified facts, explain the approved next step, avoid legal admissions or unsupported promises, and leave any unresolved authority question for the manager.

Manager check: The manager controls facts, authority, compensation, and final wording; AI may only draft from approved information.

PROMPT 183 • RECOVERY ROLE-PLAY BUILDER

Using this restaurant's approved service standard, recovery authority matrix, and escalation rules, create five realistic role-play scenarios for managers. Vary severity, guest emotion, operating pressure, and whether the first attempted recovery works. For each scenario, provide evaluator questions rather than a single scripted answer.

Manager check: Role-play should test judgment against the restaurant's real authority and escalation standards, not invent new policy.

PROMPT 184 • DIRECT + ONLINE FEEDBACK COMPARISON

Compare these direct guest complaints and online reviews for repeated themes without exposing unnecessary guest information. Show which themes appear in both sources, which appear only in one source, and which claims still require internal verification before the restaurant changes a standard.

Manager check: Protect guest privacy and verify claims internally before changing a standard or treating public feedback as established fact.

AUTHORITY, METRICS, COACHING & WEEKLY REVIEW**PROMPT 185 • CORRECTIVE-ACTION BUILDER**

Turn this verified repeated guest-experience cause into the smallest useful corrective-action plan. Include the truth/evidence, cost or risk, one operating change, named owner, due date, training or communication needed, verification evidence, and a stop/revise/standardize decision point. Do not create extra paperwork unless it adds control value.

Manager check: Use the smallest control that addresses a verified cause; paperwork is not a substitute for correction or verification.

PROMPT 186 • GUEST RECOVERY METRICS

Using the totals I provide, calculate complaints per 100 guests, manager acknowledgment time, first-contact resolution rate, follow-up completion rate, repeat-theme rate, and verified guest-return rate where the data supports them. Show each formula, denominator, missing-data limitation, and what management question each number can actually answer.

Manager check: Verify every numerator, denominator, and definition; a metric is useful only when the underlying records support it.

PROMPT 187 • PRE-SHIFT RECOVERY COACHING NOTE

Create a five-minute pre-shift coaching note around this one guest-recovery standard. Include what employees should notice, what they may handle themselves, when to involve a manager, one short practice question, and why the standard protects the guest and the team. Do not invent authority limits that are not supplied.

Manager check: Use the restaurant's approved recovery standard and authority limits; do not let a coaching note silently create policy.

PROMPT 188 • AUTHORITY-MATRIX GAP REVIEW

Review this restaurant's recovery authority matrix for ambiguity, overlap, missing escalation points, or situations where employees may wait for approval unnecessarily. Return questions for the owner/GM to resolve. Do not set compensation amounts or final policy yourself.

Manager check: AI may expose ambiguity; only authorized leadership sets recovery limits, compensation authority, and final policy.

PROMPT 189 • WEEKLY GUEST EXPERIENCE REVIEW

Using these open cases, closed cases, online reviews, repeat patterns, follow-up commitments, and corrective actions, draft a concise weekly guest-experience meeting agenda. Separate case closure from cause closure. End with the three decisions that require a named owner, due date, and verification evidence.

Manager check: Closing a guest case is not the same as correcting the cause; keep ownership, due dates, and verification visible.

CONNECTED GRAVITY WORKSPACES + SPECIALTY OPERATIONS

— SEPTEMBER 2026

These 26 prompts are de-duplicated additions from current connected Gravity workspace workflows and specialty, less-common, and advanced operations within the controlled 525-SOP library. They bring the controlled digital edition to 215 prompts without duplicating the general scheduling, SOP, privacy, emergency, or cross-system prompts already covered earlier in the workbook.

CONNECTED WORKSPACE WORKFLOWS

PROMPT 190 • PERSONALIZER PRODUCTION & PROOF BRIEF

Build a production brief for this existing Gravity item before I personalize or print it. Material: [form/poster/checklist/sign/Qr item]. Restaurant/company name: [name]. Store/unit number and location: [data]. Logo/brand requirements: [data]. Approved wording: [text]. QR destination: [URL or none]. Finished size/format: [spec]. Quantity/finish: [spec]. Return a field-by-field personalization checklist, proofing checklist, QR test checklist, and final production questions. Do not rewrite controlled operating content unless I explicitly authorize a wording change.

Manager check: Personalization changes presentation and local identity; it must not silently change the controlled standard, legal language, or QR destination.

PROMPT 191 • DOCUMENT STUDIO BUILDER SELECTION & SOURCE CHECKLIST

Choose the best Gravity Document Studio builder for this management need and tell me what source information I should gather before I start. Need: [describe]. Intended audience: [employees/managers/candidates/other]. Required decisions or approvals: [known items]. Existing policies/forms: [list]. Identify the most appropriate builder, any closely related builder I should not confuse it with, the minimum source records needed, privacy-sensitive fields to avoid unless necessary, and any official or provider-specific form that should stay outside Document Studio.

Manager check: Use Document Studio to organize restaurant-created documents; verify changing government, legal, payroll, insurance, and provider-specific requirements at the authoritative source.

PROMPT 192 • DOCUMENT STUDIO DRAFT COMPLETENESS & POLICY-BOUNDARY REVIEW

Review this draft restaurant document before it is issued. Draft: [paste text with unnecessary personal information removed]. Intended purpose: [purpose]. Approved policy/source: [reference]. Check for missing owners, dates, definitions, acknowledgments, approval fields, escalation points, conflicting language, accidental promises, vague enforcement language, and places where the draft creates policy beyond the approved source. Return only the questions and edits management should resolve before release.

Manager check: AI may improve completeness and clarity; authorized leadership must approve policy, employment terms, discipline, pay, legal language, and final use.

PROMPT 193 • SHIFT LAB AVAILABILITY, QUALIFICATION & COVERAGE CONFLICT REVIEW

Review this proposed weekly schedule using the same decision logic a manager should apply in Gravity Shift Lab. Forecast/coverage need: [data]. Employee availability and approved time off: [data]. Qualified/cross-trained sections: [data]. Proposed shifts: [data]. Max-hour or overtime limits: [rules]. Identify hard availability conflicts, unqualified assignments, uncovered sections/dayparts, overtime risk, closing/opening concerns, and employees who appear overloaded or underused. Give me questions to resolve before publishing; do not assume unavailable or unqualified employees can work.

Manager check: The schedule must follow verified availability, qualifications, wage/hour requirements, local rules, and management judgment; optimization never overrides a hard constraint.

PROMPT 194 • SHIFT LAB CALL-OUT FIND-COVERAGE DECISION

Help me work a call-out using a Find Coverage approach. Open shift: [date/time/section]. Required qualifications: [requirements]. Candidate availability: [data]. Existing scheduled hours: [data]. Overtime/max-hour limits: [rules]. Contact/privacy rules: [what a delegated scheduler may see]. Rank candidates by qualification, availability, schedule fit, overtime risk, and operational impact. Show why each person is or is not a reasonable contact. Do not expose private pay or contact information beyond the access I specify.

Manager check: Coverage matching supports the manager; it does not authorize schedule changes, overtime, contact disclosure, or qualification overrides by itself.

PROMPT 195 • SHIFT LAB PUBLISH, REVISION & EMPLOYEE-PRIVACY AUDIT

Audit this schedule before and after publication. Manager schedule data: [data]. Employee-facing fields: [fields]. Proposed QR/share method: [method]. Current published version: [version]. Changes since publication: [list]. Confirm that the employee-facing copy excludes wage rates, labor dollars, private phone numbers, manager-only notes, and other restricted fields; identify whether the schedule should be marked Published or Revised; and produce a concise change-log entry with date, change, owner, reason, and republish requirement.

Manager check: Published schedules need version control and minimum-necessary disclosure; a convenient QR link is not permission to expose manager-only information.

PROMPT 196 • FOUNDRY MASTER-TO-LOCAL REVISION RECONCILIATION

Compare this restaurant working SOP with the current Gravity master without overwriting either one. Gravity master: [text/version]. Local working SOP: [text/version]. Local authority or equipment differences: [notes]. Separate changes into intentional local customization, likely drift, obsolete wording, unresolved requirements, and items needing current authority verification. Then propose a revision plan showing what to keep, what to investigate, what to retrain, and what evidence should be saved with the revision.

Manager check: A master/local comparison exposes differences; management must verify local law, equipment, policy, and operating reality before approving a revised SOP.

PROMPT 197 • FOUNDRY BINDER DEPLOYMENT & ONE-PAGE PLAN

Turn this approved SOP set into a practical deployment plan. SOPs/stations: [list]. Audiences: [roles]. Detailed versions available: [yes/no]. One-page operational versions needed: [stations]. Required approvals: [owners]. Training evidence: [records]. Build a binder/section order, identify which SOPs deserve one-page station copies, assign owners and review frequencies, list unresolved fields that must be closed before issue, and create a rollout sequence that avoids dumping the entire binder on the team at once.

Manager check: A binder is useful only when employees can find the current approved standard, understand it, train to it, and know when it changed.

SPECIALTY SERVICE, OFF-PREMISE & PRODUCTION**PROMPT 198 • CATERING / BANQUET EVENT COMMAND PLAN**

Build an event command plan from this catering or banquet information: [event details], guest count/timing: [data], menu/service format: [data], contract/BEO commitments: [data], payment/deposit status: [data], load-out/transport needs: [data], site constraints: [data], staffing: [data]. Identify handoffs, critical times, temperature/transport controls, setup readiness, payment or scope questions, replenishment responsibilities, breakdown/return reconciliation, and the manager decision points most likely to fail if ownership is unclear.

Manager check: Use the approved event order, contract, food-safety requirements, payment terms, and site rules as the source of truth; AI does not change a guest commitment.

PROMPT 199 • MOBILE UNIT / TEMPORARY EVENT READINESS MAP

Create a pre-departure and site-readiness map for this food truck, mobile unit, or temporary event. Location/event: [details]. Menu: [items]. Commissary support: [plan]. Fresh water/wastewater capacity: [data]. Propane/fuel/generator: [data]. Handwashing/warewashing: [plan]. Permits/local conditions: [known requirements]. Separate what must be verified before departure, on arrival, during service, and on return to the commissary. Flag any capacity or safety dependency that could stop service.

Manager check: Mobile and temporary operations depend on local regulatory, fire, utility, food-safety, and commissary requirements; verify them before operating.

PROMPT 200 • DRIVE-THRU / CURBSIDE PEAK FLOW CONTROL REVIEW

Review this drive-thru, curbside, or high-volume off-premise plan for a peak period. Demand by 15/30-minute interval: [data]. Order channels: [channels]. Staging space: [limits]. Staffing/deployment: [data]. Accuracy and handoff steps: [process]. Speed targets: [targets]. Identify queue bottlenecks, lane/curbside collision points, staging overload, accuracy risk, payment/handoff confusion, and when digital-order throttling or a recovery trigger should be considered. Return a short peak-control plan with measurable checkpoints.

Manager check: Speed is not the only target; preserve safety, order accuracy, food quality, guest identification, and approved channel rules.

PROMPT 201 • COMMISSARY TRANSFER CHAIN-OF-CONTROL PLAN

Review this central-production or inter-unit transfer process. Product/batch: [data]. Producing unit: [location]. Receiving unit: [location]. Batch/label codes: [data]. Cooling/holding requirements: [standards]. Transport time/temperature: [data]. Transfer authorization: [record]. Container/tote return: [process]. Map custody from production through receipt, flag traceability or cold/hot-chain gaps, identify required receiving checks, and show what must reconcile between yield, transfer quantity, and receipt.

Manager check: Inter-unit movement does not reduce food-safety, traceability, labeling, or receiving requirements; verify the applicable standard at both locations.

PROMPT 202 • BUFFET / SELF-SERVICE EXPOSURE & HOLDING REVIEW

Audit this buffet, salad bar, carving station, action station, or self-service setup. Menu/items: [list]. Holding methods/temperatures: [data]. Replenishment method: [process]. Utensil/barrier setup: [details]. Guest-contact risks: [observations]. Leftover policy: [standard]. Identify opening defects, monitoring points, contamination triggers, small-batch/replenishment opportunities, utensil or barrier failures, and closing disposition decisions. Return a manager observation route and escalation triggers.

Manager check: Self-service controls must follow current food-safety requirements and the restaurant's approved disposition rules; appearance or speed never overrides contamination control.

PROMPT 203 • SPECIALIZED PROCESS CONTROL & DEVIATION REVIEW

Review this specialized food process using only the approved plan and records I provide. Process: [ROP/sous vide/cook-chill/non-continuous cooking/curing/fermentation/acidification/other]. Approved HACCP/variance or authority requirements: [source]. Critical limits/steps: [data]. Monitoring records: [data]. Deviation: [if any]. Identify missing monitoring, label/date-control gaps, deviations from the approved process, required hold/escalation questions, and records management must verify before product is released or the process continues.

Manager check: Do not invent critical limits, corrective actions, or regulatory approvals; use the current approved plan and competent regulatory/food-safety authority.

PROMPT 204 • RAW / UNDERCOOKED & HIGH-RISK INGREDIENT CONTROL REVIEW

Review controls for this raw, undercooked, or unusually high-risk ingredient/service. Ingredient/menu item: [item]. Supplier/source records: [data]. Required tags/certificates or parasite-destruction evidence: [records]. Storage/identity controls: [process]. Consumer advisory/label requirement: [approved wording]. Preparation/service controls: [steps]. Flag missing traceability, identity mixing, warning/advisory gaps, unsafe assumptions, and records that must be retained or verified before service.

Manager check: High-risk ingredients require current source, food-safety, and regulatory verification; AI cannot approve a supplier, advisory, treatment, or raw/undercooked service practice.

PROMPT 205 • THIRD-PARTY DELIVERY / VIRTUAL-BRAND HANDOFF CONTROL

Review this third-party delivery, ghost-kitchen, or virtual-brand flow. Platforms/brands: [list]. Menu availability sync: [process]. Order acceptance/staging: [steps]. Driver identity/release method: [method]. Tamper-evident packaging: [standard]. Delayed/missing driver rules: [rules]. Identify cross-brand mix-up risk, stale menu availability, package/label mismatch, chain-of-custody breaks, delayed pickup exposure, and platform-outage backup steps. Return the minimum checkpoints for a manager to observe during a rush.

Manager check: Marketplace convenience does not transfer responsibility for food quality, correct order identity, approved packaging, or the restaurant's release controls.

SPECIALTY SAFETY, FACILITIES & CONTINUITY**PROMPT 206 • DRAFT & SPECIALTY BEVERAGE HIGH-CONTROL AUDIT**

Audit this specialty beverage system or batch against its approved standard. System/product: [draft beer/CO2/nitro/batch cocktail/frozen beverage/wine preservation/espresso/cold brew/other]. Recipe/settings: [standard]. Cleaning/sanitation record: [data]. Pressure/time/temperature/shelf-life controls: [data]. Quality issue: [observations]. Separate product-quality problems from equipment, cleaning, recipe, labeling, storage, or safety problems and identify the evidence needed before changing settings or serving the product.

Manager check: Use manufacturer instructions, approved recipes, alcohol-service rules, sanitation standards, and trained technical support where required; do not improvise gas or equipment settings.

PROMPT 207 • UNCOMMON EQUIPMENT / UTILITY FAILURE CONTINUITY PLAN

Build a continuity plan for this uncommon equipment or utility problem. Asset/system: [grease interceptor/backflow/fire suppression/hood/generator/refrigeration/ice/water treatment/drain/lift/other]. Failure signs: [facts]. Current service status: [data]. Product/food-safety impact: [data]. Building/employee impact: [data]. Vendor/authority contacts: [roles]. Separate immediate shutdown/containment questions, product decisions, service coordination, documentation, safe restart/recommissioning, and cross-system handoffs.

Manager check: Equipment and utility failures can create life-safety, food-safety, fire, plumbing, and code risks; follow qualified service and applicable authority requirements before restart.

PROMPT 208 • REGIONAL DISASTER CONTINUITY RESOURCE PRIORITIZATION

Help management prioritize operations during this regional disruption. Hazard: [flood/smoke/civil access restriction/hazmat/grid failure/water/ice/supply disruption/other]. Affected locations: [units]. People/accountability status: [data]. Utilities: [status]. Refrigeration/product status: [data]. Supply routes: [status]. Safe access: [facts]. Rank immediate life-safety and employee-welfare needs, product/utility controls, menu reduction or closure questions, communication responsibilities, and the evidence required before reopening or recommissioning.

Manager check: Regional emergencies require current public-authority, utility, emergency, and food-safety information; business continuity never outranks life safety.

PROMPT 209 • DONATION / REUSABLE / SUSTAINABILITY CONTROL REVIEW

Review this food-donation, recycling, composting, used-oil, reusable-container, or refillable-container program. Program: [type]. Eligible materials/products: [rules]. Storage/segregation: [process]. Cooling/sanitation where applicable: [standard]. Pickup/return verification: [process]. Vendor/agency records: [data]. Identify contamination, misidentification, traceability, pest, chemical, sanitation, or reporting gaps and separate operational improvement from claims that require legal/regulatory verification.

Manager check: Sustainability goals do not override food safety, sanitation, waste handling, vendor, donation, or local regulatory requirements.

PROMPT 210 • LARGE EVENT / SEASONAL CROWD READINESS PLAN

Build a readiness plan for this unusual demand event. Event: [festival/stadium/holiday/group/VIP/buyout/late-night/other]. Forecast and timing waves: [data]. Service area/capacity: [limits]. Staffing: [data]. Production/holding: [plan]. Weather or outdoor risks: [data]. Security/access constraints: [data]. Identify demand triggers, deployment changes, production limits, crowd-flow controls, weather shutdown points, communication owners, and closeout/recovery work. Show which assumptions need confirmation before the plan is final.

Manager check: Crowd and event plans must respect occupancy, weather, security, alcohol, labor, food-safety, and local event requirements; confirm current limits with the responsible authority.

MULTI-UNIT, DIGITAL & SPECIALTY PROGRAMS**PROMPT 211 • MULTI-UNIT OPENING / TEMPORARY LEADERSHIP READINESS REVIEW**

Review readiness for this new-unit opening, soft opening, grand opening, temporary manager assignment, inter-unit manager coverage, acquisition, or restart. Unit/event: [context]. Current standards/version: [data]. Leadership/decision rights: [data]. Staffing/training: [data]. Vendor/equipment/permit readiness: [data]. Open issues: [list]. Separate launch blockers from monitor-after-opening items, flag unclear temporary authority, identify cross-unit SOP/version risks, and produce a stabilization checklist for the first operating days.

Manager check: Temporary leadership and new-unit pressure do not change decision rights, controlled standards, training requirements, or approval authority unless leadership explicitly changes them.

PROMPT 212 • DIGITAL ORDERING & DATA-CONTINUITY OUTAGE PLAN

Build an outage and recovery plan for this restaurant technology dependency. System: [online ordering/QR ordering/gift card/payment terminal/marketplace/connected equipment/data backup/other]. Failure mode: [facts]. What still works: [data]. Offline/manual backup: [process]. Credentials/access owners: [roles]. Critical data/SOPs available offline: [yes/no]. Identify safe fallback steps, orders/payments that must be reconciled later, credential or tamper concerns, guest communication needs, backup/restore verification, and the exact point where the issue becomes a security or privacy escalation.

Manager check: Do not request or paste passwords, payment-card data, authentication secrets, or sensitive breach details into AI; use authorized IT/payment/security procedures.

PROMPT 213 • GRAB-AND-GO / AUTOMATED / UNATTENDED SERVICE CONTROL REVIEW

Audit this grab-and-go, locker, kiosk, vending, meal-kit, or unattended pickup operation. Products: [list]. Label/date instructions: [data]. Display/locker/vending temperatures: [data]. Replenishment/rotation: [process]. Kiosk/manual backup: [process]. Security/abandoned-order rules: [standard]. Identify label, temperature, rotation, release, accessibility, outage, security, and product-withdrawal gaps. Return a manager inspection route and the records that should prove control.

Manager check: Unattended convenience still requires verified product identity, time/temperature control, accessibility, security, and current withdrawal/disposition procedures.

PROMPT 214 • SHARED KITCHEN / POP-UP RESPONSIBILITY MATRIX

Create a responsibility matrix for this shared kitchen, pop-up, market booth, concession, or remote-service arrangement. Parties using the space: [roles/businesses]. Shared cold/dry storage: [areas]. Smallwares/equipment: [assets]. Allergen/chemical controls: [rules]. Opening/closeout handoff: [process]. Incident ownership: [rules]. Assign who owns space condition, labels, segregation, sanitation, storage, incidents, closeout, and restoration; flag any area where two parties assume the other is responsible.

Manager check: Shared space does not mean shared ambiguity; final responsibilities must match contracts, permits, landlord/operator rules, and applicable food-safety requirements.

PROMPT 215 • FOOD DEFENSE / CERTIFIED-PROGRAM EVIDENCE READINESS REVIEW

Review evidence readiness for this food-defense or certified-program control. Program: [food defense/gluten-free/halal/kosher/other certified claim]. Approved requirements/source: [documents]. Ingredients/suppliers: [records]. Storage/equipment segregation: [process]. Staff training: [records]. Monitoring/verification: [evidence]. Incident or suspected tampering issue: [if any]. Identify missing proof, chain-of-custody or segregation gaps, unauthorized substitutions, unclear corrective escalation, and claims that should not be made until verified.

Manager check: Do not infer certification, allergen safety, tampering intent, or regulatory compliance from incomplete records; verify with the applicable certifier, authority, approved plan, and trained leadership.