

Reminder design cases

Synthetic examples, not observed test results. Preserve these expected decisions; record actual behavior separately. Example addresses must not receive messages.

case_id: CASE-01 - SYNTHETIC EXAMPLE

request_id: REQ-001	client_id: DEMO-A
email: alex@example.com	item_label: September attendance list
status: pending	due_date: 2026-09-10
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: include_in_draft	
reason: Pending and due before evaluation date	
Actual observation / date / difference from expected:	

case_id: CASE-02 - SYNTHETIC EXAMPLE

request_id: REQ-002	client_id: DEMO-A
email: alex@example.com	item_label: Workshop approval
status: received	due_date: 2026-09-10
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: exclude	
reason: Already received	
Actual observation / date / difference from expected:	

case_id: CASE-03 - SYNTHETIC EXAMPLE

request_id: REQ-003	client_id: DEMO-B
email: blair@example.com	item_label: Session notes
status: cancelled	due_date: 2026-09-09
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: exclude	
reason: Cancelled request	
Actual observation / date / difference from expected:	

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case_id: CASE-04 - SYNTHETIC EXAMPLE

request_id: REQ-004	client_id: DEMO-B
email: blair@example.com	item_label: October schedule
status: pending	due_date: 2026-10-01
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: exclude	
reason: Not overdue	
Actual observation / date / difference from expected:	

case_id: CASE-05 - SYNTHETIC EXAMPLE

request_id: REQ-005	client_id: DEMO-C
email: casey@example.com	item_label: Preparation outline
status: pending	due_date: 2026-09-08
last_draft_batch: 2026-W37	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: reconcile_existing_draft	
reason: This batch was previously handled	
Actual observation / date / difference from expected:	

case_id: CASE-06 - SYNTHETIC EXAMPLE

request_id: REQ-006	client_id: DEMO-D
email: [blank]	item_label: Venue confirmation
status: pending	due_date: 2026-09-08
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: review	
reason: Missing recipient	
Actual observation / date / difference from expected:	

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case_id: CASE-07 - SYNTHETIC EXAMPLE

request_id: REQ-007	client_id: DEMO-E
email: ellis@example.com	item_label: Agenda
status: pending	due_date: [blank]
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: review	
reason: Missing due date	
Actual observation / date / difference from expected:	

case_id: CASE-08 - SYNTHETIC EXAMPLE

request_id: REQ-008	client_id: DEMO-F
email: frankie@example.com	item_label: Joining instructions
status: unknown	due_date: 2026-09-08
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: review	
reason: Unsupported status	
Actual observation / date / difference from expected:	

case_id: CASE-09 - SYNTHETIC EXAMPLE

request_id: REQ-009	client_id: DEMO-G
email: gray@example.com	item_label: Workshop summary
status: pending	due_date: 2026-09-13
last_draft_batch: [blank]	evaluation_date: 2026-09-13
batch_key: 2026-W37	
expected_decision: exclude	
reason: Template defines overdue as before evaluation date	
Actual observation / date / difference from expected:	
