

ALFRED 4.0 — USER GUIDE

The guide to doing your share, getting credit and being heard. It adds no obligation: what is required is set out in the cohabitation agreement and your lease.

Legend: [ON] works today · [TRIAL] starting with the November 2026 trial period, no consequences · [JANUARY] starting January 1, 2027.

1. ALFRED IN 30 SECONDS [ON]

Alfred is the house assistant: a tablet, a TV and a voice, in English or French. Three actions are all you need: say what you did, ask for an item, report a problem. Enter your PIN (4 digits): what you do then counts in your name. Without a PIN, you help the house, but nothing counts for you. Forgot your PIN? Ask the team.

2. QUICK MODE [ON]

Short answers, in bubbles, no voice: tap "⚡ Quick mode" or simply say "quick mode". Alfred remembers it with your PIN. You can go back to normal mode any time.

3. YOUR HOUR PER WEEK [TRIAL]

Each roommate gives at least one hour per week to shared tasks, in addition to tidying up after themselves (agreement, art. 2.6). Your house can change this hour by majority vote (art. 2.7). For a couple sharing a room, each person has their own PIN; the second occupant gives 30 minutes per week if living there full time, 15 minutes if part time.

4. LOG A TASK [ON]

Tap "I did..." or simply say it: "I cleaned the oven." Alfred confirms and reminds you of what is left, without pressure. What is not logged does not exist in the record.

5. POINTS [TRIAL]

1 point = 5 minutes; one hour = 12 points; the maximum counted is 2 hours (24 points) per week. The points for each task: ask Alfred. In November, points are shown to learn and fine-tune: they count for nothing. Privileges and consequences start January 1, 2027 [JANUARY]. The TV shows only the house total, never names.

6. REPORT A PROBLEM: ALWAYS ANONYMOUS [ON]

Breakage, leak, safety, living together: reporting is one of your commitments (agreement, art. 1), and your report is what triggers action. Your name is never recorded, so a report does not earn points. Nobody patrols: the team acts on findings (one serious report, several reports about the same situation, or a record below the minimum for several weeks in a row). During its regular visits, the team may also note what it observes, with a photo if needed. Nothing is done behind your back.

7. BUG OR GOOD IDEA FOR ALFRED (🐛): IN YOUR NAME [ON]

Want credit? Use the 🐛 button with your PIN: 2 to 4 points per bug or idea confirmed by the team [TRIAL].

8. MISSING ITEM [ON]

Ask Alfred, or use the inventory QR code with your phone: 1 point per request confirmed by the team [TRIAL]. Bugs and items: maximum 4 points per week per person; if two people send the same thing, only the first counts.

9. IF YOU CAN'T: THE ADJUSTER [TRIAL]

Injury, health, absence: in friend mode (section 12), ask Alfred for lighter tasks (garbage, recycling, counters, microwave). Your roommates accept with one click and your minimum is adjusted. You don't have to explain anything, and your limit never counts against you. You can have your request erased at any time.

10. WHAT YOUR PARTICIPATION BRINGS YOU [JANUARY]

Three levels, every week: participant (1 h), volunteer (1 h 30), generous (2 h). Each month, the most generous roommate in each house receives an honorary title and chooses a treat (\$10 to \$15) to offer to the house; the most generous roommate across all houses receives a \$25 treat. Grand prize: a weekend in Old Québec for the roommate who finishes first most often, across all houses, by April 2027; in case of a tie, the quality of the work decides. Over several years, your record supports a reference letter.

11. CONSEQUENCES [JANUARY]

Never without a finding made by a person, and always in the order set out in the agreement: 1) a private reminder from Alfred; 2) the team talks with you; 3) a written notice, then the penalty and file provided for in articles 5 and 6 of the agreement; 4) as a last resort, the Administrative Housing Tribunal (TAL). Serious misconduct (safety, violence, damage) leads to immediate action (art. 3 and 6.2). Nothing is posted publicly. A mistake in your points? Tell Alfred: a person checks, and a confirmed dispute cancels the points involved.

12. FRIEND MODE (OPTIONAL)

By default, Alfred sticks to tasks. Friend mode turns on only if you tap the button under his portrait yourself: Alfred then chats more freely and may remember small preferences to personalize your conversations. He never keeps sensitive data (health, money, identity, legal situation). You can turn it off at any time; it is free and has no effect on your lease.

13. YOUR PRIVACY [ON]

Say "forget that": it is truly erased. Alfred keeps only what is needed for tasks and the house; the recording of your voice is not kept. To answer you, the text of your conversations is processed by an artificial intelligence provider. If your PIN is deactivated, what Alfred remembered about you is erased. No camera, nothing is sold; you can request your data or its correction. Your name never appears on the TV.

14. EMERGENCY

Get out of danger; depending on the situation, call 911 or the service team (number given at move-in).

15. IN SHORT

A question about a rule? Ask Alfred. Alfred also speaks French. Reading is hard? Buttons, large text or voice. Starter game (under 3 minutes, date to be confirmed): at your first PIN, Alfred offers it; you can say no or later, and its 8 points count for real.