Business Skills

- /invoice
- /pipeline-review
- /financial-overview
- /onboard-client
- /onboard-partner
- /send-for-signing

/invoice

Source:

`~/.claude/skills/invoice/SKILL.md`

Invoice — Kreiraj i Pošalji Fakturu

Description

Vodeni workflow za kreiranje, pregled, i slanje fakture. Od validacije klijenta do auto-remind schedulea. Koristi invoice-generator.js za kreiranje, drafts.js za email workflow, i opciono fiken.js za accounting sync.

Trigger

Koristi ovaj skill kad:

- Alem kaže "napravi fakturu", "pošalji račun", "fakturiši", "invoice"
- Milestone je dostignut i treba fakturisati
- Periodična faktura (mjesečna, kvartalna)

Alati

- **Fakture:** `~/system/tools/invoice-generator.js`
- **Contacts:** `~/system/tools/contacts.js`
- **Drafts:** `~/system/tools/drafts.js`
- **Fiken:** `~/system/tools/fiken.js`
- **Email:** MCP `mcp__email__email_send` (account: "john")
- **Templates:** `~/system/templates/invoices/standard-invoice.html`
- **DB:** `~/system/databases/invoices.db`

Workflow

Korak 1: Validacija klijenta

Provjeri da klijent postoji u sistemu:

```
# Provjeri contacts.db
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js search "<klijent>"

# Provjeri da ima email
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js show <id>
```

- Ako klijent NE postoji → pitaj Alema za podatke, dodaj u contacts.js
- Ako nema email → pitaj Alema. NE izmišljaj.
- Provjeri: org_number, adresa (treba za fakturu)

Korak 2: Prikupi podatke za fakturu

Interaktivno od Alema (ili iz konteksta):

1. **Klijent** (ime/firma)
2. **Iznos** (bez MVA)
3. **Valuta** (NOK, EUR, USD, BAM, RSD)
4. **Opis** (šta se fakturiše)
5. **Line items** (opciono — detaljnije stavke)
6. **Payment terms** (default: 14 dana)
7. **Reference** (project, contract, PO number)

Korak 3: Kreiraj fakturu

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js create "<klijent>"
<iznos> <valuta> "<opis>"
```

Provjeri output:

- Invoice ID kreiran
- MVA 25% dodan (za NOK fakture)
- Total = iznos + MVA
- Due date = today + payment terms
- PDF generisan u `~/system/deliverables/invoices/`

Korak 4: Review sa Alemom

OBAVEZNO: Pokaži Alemu fakturu prije slanja:

- Klijent: {ime}
- Iznos: {iznos} {valuta}
- MVA (25%): {mva}
- **Total: {total} {valuta}**
- Opis: {opis}
- Due date: {datum}
- Payment terms: {dani} dana

Čekaj eksplicitno odobrenje. NIKAD slati bez "OK" ili "SEND".

Korak 5: Kreiraj email draft

Fakturu NE slati direktno — koristi drafts workflow:

```
# Draft se kreira automatski pri invoice create
# Ili ručno:
NODE_PATH=~/system/node_modules node ~/system/tools/drafts.js list pending
```

Draft risk classification:

- Invoice = **HIGH risk** → zahtijeva manual approval
- Reminder = **MEDIUM risk** → auto-approve + notify

Korak 6: Pošalji fakturu

Nakon Alemovog odobrenja:

```
# Approve draft
NODE_PATH=~/system/node_modules node ~/system/tools/drafts.js approve <draft-id>

# Send
NODE_PATH=~/system/node_modules node ~/system/tools/drafts.js send <draft-id>
```

Ili direktno via MCP email:

```
mcp__email__email_send(
  account: "john",
  to: "<klijent-email>",
```

```
  subject: "Invoice #<id> — ALAI Holding AS",
  body: "<tekst>",
  attachments: ["~/system/deliverables/invoices/INV-<id>.pdf"]
)
```

Korak 7: Fiken sync (opciono)

Ako klijent ima Fiken kontakt:

```
# Sync invoice to Fiken
NODE_PATH=~/system/node_modules node ~/system/tools/fiken.js invoices sync
```

Korak 8: Auto-remind schedule

Automatski reminder schedule (pipeline-watcher daemon):

- **Day 7:** Friendly reminder (auto-send, Norwegian)
- **Day 14:** Firm reminder (auto-send + Slack notify)
- **Day 30+:** MC task za Alema (eskalacija)

Provjeri remind status:

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list overdue
```

Ručni reminder:

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js remind <invoice-id>
```

Pravila

1. **MVA 25% za NOK** — invoice-generator.js automatski dodaje. Provjeri total.
2. **CEO odobrava** — Faktura je HIGH risk. NIKAD slati bez Alemovog "OK".
3. **Klijent mora postojati** — Nema fakture za nepostojeći kontakt u contacts.db.
4. **Referenca obavezna** — Svaka faktura mora imati vezu na ugovor ili PO.
5. **ALAI branding** — PDF koristi standard ALAI template.
6. **Valuta match** — Koristi valutu iz ugovora. Ne miješaj NOK/EUR.
7. **Anti-hallucination** — NE izmišljaj iznose. Ako Alem nije rekao cifru, pitaj.
8. **Due date realan** — Default 14 dana. Provjeri ugovor za custom terms.
9. **Fiken sync** — Sync nakon svake nove fakture ako je Fiken konfigurisan.

Primjer — Standardna Faktura

```
Alem: "Fakturiši Wizard 25000 NOK za februar maintenance"


John:
1. contacts.js search "Wizard" → Wizard NUF, anel@wizard.no
2. invoice-generator.js create "Wizard NUF" 25000 NOK "February 2026 maintenance and support"
3. Output: INV-0005, 25000 + 6250 MVA = 31250 NOK, due 2026-02-26
4. → Pokaži Alemu za review
5. Alem: "OK"
6. → drafts.js approve + send
7. → fiken.js invoices sync
8. → Auto-remind active (Day 7, 14, 30)
```

Primjer — Multi-line Faktura

```
Alem: "Fakturiši Ren Drøm za januar: 40h development @ 1200 NOK + 5000 NOK hosting"


John:
1. contacts.js search "Ren Drøm" → found
2. invoice-generator.js create "Ren Drøm AS" 53000 NOK "January 2026: Development (40h × 1200
NOK) + Hosting (5000 NOK)"
3. → Review → Approve → Send → Sync
```

Tracking

```
# Lista svih faktura
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list all


# Neplaćene
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list unpaid


# Overdue
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list overdue


# Statistika
```

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js stats


# Fiken dashboard
NODE_PATH=~/system/node_modules node ~/system/tools/fiken.js dashboard
```

/pipeline-review

Source: `~/.claude/skills/pipeline-review/SKILL.md`

---

name: pipeline-review version: "2.0" level: 3 trigger: "pipeline review, kako stoje leadovi, sales update, pregled prodaje, forecast" author: john updated: 2026-03-16 description: Strukturirani sedmi?ni/mjese?ni pregled sales pipeline-a. Query CRM, generiše follow-up drafte, ažurira forecast. IF stale leads > 5 THEN auto-draft follow-up emails.

Pipeline Review — Sales Pipeline Pregled

Description

Strukturirani pregled svih aktivnih leadova u sales pipeline-u. Za svaki lead: status, kontekst, preporuka (follow-up, advance, lose). Auto-generiše follow-up email drafte za stale leadove. Ažurira forecast.

Trigger

Koristi ovaj skill kad:

- Alem kaže "pipeline review", "kako stoje leadovi", "sales update", "pregled prodaje"
- Sedmični/mjesečni pregled poslovanja
- Prije sastanka sa klijentima ili partnerima
- Kad treba forecast za planning

Alati

- **Pipeline:** `~/system/tools/sales-pipeline.js`
- **CRM:** `~/system/tools/unified-crm.js`
- **Contacts:** `~/system/tools/contacts.js`
- **Drafts:** `~/system/tools/drafts.js`
- **Invoices:** `~/system/tools/invoice-generator.js`
- **Tasks:** `node ~/system/tools/mc.js`
- **Email:** MCP `mcp__email__emails_find` (za zadnji kontakt)

Workflow

Korak 1: Snapshot pipeline-a

```
# Svi aktivni leadovi
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js list

# Statistika
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js stats

# Forecast
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js forecast
```

Korak 2: Per-lead analiza

Za SVAKI aktivni lead (ne-lost, ne-won), prikaži:

```
## <Lead Name> — Stage: <stage>
- **Dani u stage-u:** X dana (od zadnjeg advance-a)
- **Zadnji kontakt:** <datum> (<tip kontakta>)
- **Vrijednost:** <amount> <currency>
- **Izvor:** <source>
- **BANT:** Budget ✓/✗ | Authority ✓/✗ | Need ✓/✗ | Timeline ✓/✗
- **Notes:** <zadnje bilješke>
- **Preporuka:** FOLLOW-UP / ADVANCE / LOSE / HOLD
```

Provjeri kontekst za svaki lead:

```
# Lead detalji
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js show <lead-id>

# CRM presjek (invoices, tickets, tasks)
NODE_PATH=~/system/node_modules node ~/system/tools/unified-crm.js client "<name>"

# Zadnji email
# mcp__email__emails_find(account: "john", query: "<client email>", limit: 3)
```

Korak 3: Klasificiraj leadove

Sortiraj po prioritetu:

HOT (akcija odmah):

- Lead u negotiating > 7 dana bez kontakta
- Proposal sent > 14 dana bez odgovora
- Qualified lead > 21 dana bez advance-a

WARM (akcija ove sedmice):

- Lead u qualified, treba zakazati discovery
- Proposal treba napisati/poslati
- Follow-up email čeka

COLD (preispitaj):

- Lead u prospect > 30 dana
- Nema BANT kvalifikacije
- Ghosting (3+ pokušaja kontakta bez odgovora)

Korak 4: Generiši akcije

Za svaki lead predloži konkretnu akciju:

Situacija	Akcija
Stale > 7 dana	Follow-up email draft
Qualified, nema discovery	Zakaži discovery call
Discovery done, nema proposal	Napiši proposal (CEO gate!)
Proposal sent, nema odgovora	Follow-up "gentle nudge"
Negotiating, nema progresa	Call/meeting za clarification
Ghost (3+ attempts)	Final follow-up → LOSE ako nema odgovora

Korak 5: Auto-generate follow-up drafte

Za stale leadove, kreiraj email draft:

```
# Draft se kreira u drafts.db
# Tip: follow-up = MEDIUM risk (auto-approve + notify)
```

Follow-up template (Norwegian — standardni jezik za norveške klijente):

```
Subject: Oppfølging – [Projekt/Tema]

Hei [Navn],

Jeg ville bare følge opp samtalen vår om [tema].
[Specifikt neste steg eller spørsmål].

Har du mulighet til en rask prat denne uken?

Med vennlig hilsen,
ALAI Holding AS
```

Za internasjonale klijente — English template:

```
Subject: Following up – [Project/Topic]

Hi [Name],
```

```
Just following up on our conversation about [topic].
[Specific next step or question].

Would you have time for a quick call this week?

Best regards,
ALAI Holding AS
```

Korak 6: Ažuriraj forecast

Na osnovu pregleda, prikaži:

```
## Pipeline Forecast
| Stage | Leads | Total Value | Weighted (prob) |
|-------|-------|-------------|-----------------|
| Prospect | X | Y NOK | Y × 10% |
| Qualified | X | Y NOK | Y × 25% |
| Proposal Sent | X | Y NOK | Y × 50% |
| Negotiating | X | Y NOK | Y × 75% |
| **Total Pipeline** | **X** | **Y NOK** | **Z NOK** |

## Won (last 30/60/90 days)
| Period | Deals | Revenue |
|--------|-------|---------|
| Last 30d | X | Y NOK |
| Last 60d | X | Y NOK |
| Last 90d | X | Y NOK |
```

Korak 7: MC taskovi za high-priority

Za HOT leadove, kreiraj MC task:

```
node ~/system/tools/mc.js add "Follow up: <Lead> — <specifična akcija>" --priority H --route
bizdev
```

Korak 8: Executive Summary

Prikaži Alemu sažetak:

```
## Pipeline Review — <datum>

**Active leads:** X
**Total pipeline value:** Y NOK
**Weighted forecast:** Z NOK

**HOT (akcija odmah):**
- <Lead 1>: <akcija>
- <Lead 2>: <akcija>

**WARM (ova sedmica):**
- <Lead 3>: <akcija>

**COLD (preispitaj):**
- <Lead 4>: razmotriti LOSE

**Won this month:** X deals, Y NOK
**Lost this month:** X deals, Y NOK

**Next steps:**
1. <konkretna akcija 1>
2. <konkretna akcija 2>
3. <konkretna akcija 3>
```

Pravila

1. **Svaki lead pregledan** — NE preskakati leadove, čak ni "očigledno mrtve"
2. **Dani se broje** — Stale = bez kontakta > 7 dana u aktivnom stage-u
3. **Follow-up ≠ spam** — Max 3 follow-up pokušaja. Nakon 3. → LOSE ili HOLD
4. **Forecast realan** — NE napuhavati brojke. Weighted probability po stage-u
5. **CEO vidi summary** — Pipeline review UVIJEK završava executive summary-jem
6. **Anti-hallucination** — NE izmišljaj lead podatke. Čitaj iz pipeline.js
7. **BANT provjera** — Svaki qualified lead mora imati minimum 2/4 BANT
8. **Lost ≠ zauvijek** — Lost leadovi mogu biti reactivated. Log razlog.
9. **Draft, ne send** — Follow-up emaile UVIJEK kao draft. CEO/John odobri.

Primjer

```
Alem: "Kako stoji pipeline?"

John:
## Pipeline Review — 2026-02-12

**Active leads:** 4
**Total pipeline value:** 425,000 NOK
**Weighted forecast:** 168,750 NOK

**HOT:**
- Riad (negotiating, 12 dana): AI feature wishlist. Čeka prototip. → Zakazati demo call
- TechCorp (proposal_sent, 8 dana): AI chatbot. → Follow-up email draft kreiran

**WARM:**
- DataViz AS (qualified, 5 dana): Dashboard projekt. → Zakazati discovery
- NordTech (prospect, 3 dana): Svjež lead. → Kvalificiraj BANT

**COLD:**
- OldLead AS (prospect, 45 dana): Nema odgovora na 2 pokušaja. → Preporučujem LOSE

**Won this month:** 1 deal, 150,000 NOK (Wizard NUF)
**Lost this month:** 0

Next steps:
1. Demo call sa Riad ove sedmice
2. Follow-up email TechCorp (draft kreiran)
3. Discovery call DataViz AS
```

? Operational Limits

- **MAX TURNS:** 20 (validate) | 10 (lookup)
- Report to John after pipeline snapshot. Do NOT loop on stale leads > 3 iterations.

/financial-overview

Source: `~/.claude/skills/financial-overview/SKILL.md`

Financial Overview — Finansijski Pregled

Description

Kompletni finansijski pregled: bank balances, outstanding invoices, pipeline forecast, runway kalkulacija. Agregira podatke iz Fiken API, invoice DB, i sales pipeline-a u executive summary.

Trigger

Koristi ovaj skill kad:

- Alem kaže "financial overview", "koliko imamo para", "runway", "pregled finansija"
- "bank balance", "outstanding invoices", "koliko nam duguju"
- Mjesečni/kvartalni finansijski pregled
- Planning meeting — treba forecast

Alati

- **Fiken:** `~/system/tools/fiken.js`
- **Invoices:** `~/system/tools/invoice-generator.js`
- **Pipeline:** `~/system/tools/sales-pipeline.js`
- **CRM:** `~/system/tools/unified-crm.js`

- **Dashboard:** http://localhost:3030

Workflow

Korak 1: Bank Balances (Fiken)

```
NODE_PATH=~/system/node_modules node ~/system/tools/fiken.js balances
```

Prikaži per-company:

```
## Bank Balances
| Company | Account | Balance | Currency |
|---------|---------|---------|----------|
| ALAI Holding AS | Drift | XX,XXX | NOK |
| BasicConsulting | Drift | XX,XXX | NOK |
| ... | ... | ... | ... |
| **TOTAL** | | **XXX,XXX** | **NOK** |
```

Korak 2: Outstanding Invoices

```
# Neplaćene fakture
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list unpaid

# Overdue fakture
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list overdue

# Statistika
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js stats
```

Prikaži:

```
## Outstanding Invoices
| Invoice | Client | Amount | Due Date | Status | Days |
|---------|--------|--------|----------|--------|------|
| INV-001 | Client A | 50,000 NOK | 2026-02-20 | Open | 8 days left |
| INV-002 | Client B | 30,000 NOK | 2026-02-01 | OVERDUE | 11 days late |
| **Total Outstanding** | | **80,000 NOK** | | | |
| **Total Overdue** | | **30,000 NOK** | | | |
```

Korak 3: Recent Payments (last 30 days)

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list paid
NODE_PATH=~/system/node_modules node ~/system/tools/fiken.js dashboard --json
```

```
## Recent Payments (last 30 days)
| Date | Client | Amount | Invoice |
|------|--------|--------|---------|
| 2026-02-05 | Client A | 75,000 NOK | INV-003 |
| **Total Received** | | **75,000 NOK** | |
```

Korak 4: Pipeline Forecast

```
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js forecast
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js stats
```

```
## Pipeline Forecast
| Period | Expected Revenue | Probability-Weighted |
|--------|-----------------|---------------------|
| Next 30 days | XXX,XXX NOK | XX,XXX NOK |
| Next 60 days | XXX,XXX NOK | XX,XXX NOK |
| Next 90 days | XXX,XXX NOK | XX,XXX NOK |

### By Stage
| Stage | Deals | Value | Weight |
|-------|-------|-------|--------|
| Qualified | X | Y NOK | Y x 25% |
| Proposal Sent | X | Y NOK | Y x 50% |
| Negotiating | X | Y NOK | Y x 75% |
```

Korak 5: Monthly Burn Rate

Estimiraj mjesečne troškove (iz poznatih podataka):

- Hosting & infrastructure (poznato iz subscriptions)
- Software licenses (poznato)
- Subcontractor costs (iz faktura)
- **NE estimiraj** troškove koje ne znaš — označi kao TBD

```
## Monthly Burn Rate (estimated)
| Category | Amount | Note |
|----------|--------|------|
| Hosting | X NOK | Vercel, Railway, etc. |
| Software | X NOK | GitHub, Fiken, etc. |
| Subcontractors | X NOK | Ako postoji |
| **Total Known** | **X NOK** | |
| Salaries, rent, etc. | TBD | Alem ima podatke |
```

Korak 6: Runway Kalkulacija

```
## Runway
- **Cash on hand:** XXX,XXX NOK (bank balances)
- **Outstanding receivable:** XX,XXX NOK (neplaćene fakture)
- **Monthly burn (known):** XX,XXX NOK
- **Runway (cash only):** X.X mjeseci
- **Runway (cash + receivable):** X.X mjeseci
- **Runway (cash + receivable + 30d forecast):** X.X mjeseci

**Status:** OK / WARNING (< 3 mjeseca) / CRITICAL (< 1 mjesec)
```

NAPOMENA: Ako ne znaš pune mjesečne troškove, runway je OPTIMISTIČKI. Označi to jasno.

Korak 7: Per-Company Breakdown

Ako ima više kompanija (ALAI Holding, BasicConsulting, itd.):

```
## Per-Company
| Company | Bank | Outstanding | Pipeline | Status |
|---------|------|-------------|----------|--------|
| ALAI Holding | XX,XXX | XX,XXX | XX,XXX | OK |
| BasicConsulting | XX,XXX | XX,XXX | XX,XXX | OK |
```

Korak 8: Executive Summary

Prikaži Alemu kompaktan pregled:

```
## Financial Overview — <datum>

**Cash:** XXX,XXX NOK (across all accounts)
**Outstanding:** XX,XXX NOK (X invoices, Y overdue)
**Pipeline (weighted):** XX,XXX NOK (next 90 days)
**Runway:** X.X months (cash + receivable)

**Action Items:**
1. <overdue invoice chase>
2. <pipeline advancement needed>
3. <any concerns>

**Trend:** Revenue up/down/stable vs last month
```

Pravila

1. **Stvarni podaci** — Svaka cifra dolazi iz tool-a (fiken.js, invoice-generator.js, sales-pipeline.js). NE izmišljaj.
2. **Currency match** — Prikazuj sve u NOK. Ako ima EUR/USD, konvertuj sa napomenom o kursu.
3. **Overdue highlight** — Overdue fakture UVIJEK crveno/boldano. To su prioritet.
4. **TBD za nepoznato** — Ako ne znaš neki trošak, piši TBD. NE estimiraj bez podataka.
5. **Forecast ≠ revenue** — Pipeline forecast je probabilistički. Jasno označi.
6. **Runway je estimate** — Ako nemaš pune troškove, piši "minimum runway" i napomeni.
7. **Privacy** — Finansijski podaci su CONFIDENTIAL. Ne loguj u HiveMind detalje.
8. **Fiken = source of truth** — Za bank balanse i fakture, Fiken API je autoritativan.
9. **Dashboard link** — Uvijek ponudi http://localhost:3030 za live dashboard.

Primjer

```
Alem: "Koliko imamo para?"

John:
## Financial Overview — 2026-02-12

**Cash:** 82,450 NOK (Fiken — 2 accounts)
- ALAI Holding drift: 65,200 NOK
- BasicConsulting drift: 17,250 NOK
```

```
**Outstanding:** 31,250 NOK (1 invoice)
- INV-005 Wizard NUF: 31,250 NOK (due 2026-02-26) — on time

**Overdue:** 0 NOK

**Pipeline (weighted, 90d):** 168,750 NOK
- 4 active leads, total value 425,000 NOK

**Runway:** ~5.5 months (cash only, based on known burn ~15K NOK/mo)
Note: Full burn rate TBD — ovo je samo infrastructure + software.

**Action Items:**
1. No overdue invoices — good
2. Riad negotiation needs push (12 days stale)
3. Consider invoicing Ren Drøm for January work

Live dashboard: http://localhost:3030
```

Quick Commands

```
# Full financial snapshot
NODE_PATH=~/system/node_modules node ~/system/tools/fiken.js dashboard
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js stats
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js forecast

# Overdue chase
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js list overdue
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js remind <id>
```

/onboard-client

Source: `~/.claude/skills/onboard-client/SKILL.md`

Onboard Client — Guided Client Onboarding Workflow

Description

Vodeni workflow za onboarding novog klijenta kroz 7 faza. Od prvog kontakta do početka developmenta. Svaka faza ima gate koji mora biti zadovoljen prije prelaska na sljedeću.

Trigger

Koristi ovaj skill kad:

- Alem kaže "novi klijent", "new client", "imamo novog klijenta"
- Novi lead treba biti pretvoren u klijenta
- Klijent postoji ali je zapeo u nekoj fazi (nastavak procesa)

Alati

- **Onboarding:** `~/system/tools/onboard-client.js`
- **Pipeline:** `~/system/tools/sales-pipeline.js`
- **Contacts:** `~/system/tools/contacts.js`
- **Documents:** `~/system/tools/docusign.js`
- **Signing:** `~/system/tools/send-signing-email.js`
- **Drafts:** `~/system/tools/drafts.js`
- **CRM:** `~/system/tools/unified-crm.js`
- **Tasks:** `node ~/system/tools/mc.js`

- **Scaffold:** `bash ~/system/template/scaffold.sh`
- **Proces doc:** `~/ALAI/processes/client-onboarding.md`

Workflow

Korak 0: Detektuj stanje

Prije bilo čega — provjeri da li klijent već postoji:

```
# Provjeri contacts
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js search "<ime>"

# Provjeri pipeline
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js list

# Provjeri projekte
ls ~/projects/ | grep -i "<ime>"
```

- Ako klijent postoji → pitaj Alema u kojoj je fazi i nastavi od tamo
- Ako ne postoji → počni od Faze 1

Korak 1: First Contact (Faza 1)

Cilj: Zabilježi prvog kontakta, kvalificiraj lead

Prikupi podatke interaktivno od Alema:

1. **Ime klijenta** (osoba ili firma)
2. **Email**
3. **Firma** (ako je osobni kontakt)
4. **Izvor** (referral, inbound, linkedin, upwork, cold_email, website)
5. **Projekt tip** (web app, mobile, AI, consulting, automation)
6. **Estimacija vrijednosti** (NOK)
7. **Kratak opis** projekta

Kreiraj lead i kontakt:

```
# Dodaj u pipeline
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js add "<ime>" "<email>"
"<izvor>" "<opis>"
```

```
# Dodaj u contacts
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js add "<ime>" "<email>" --company "<firma>" --type client --notes "New lead: <opis>"
```

Gate: Lead kreiran, kontakt dodan, discovery poziv zakazan **Output:** `~/ALAI/clients/<CLIENT>/intake/first-contact.md`

Korak 2: Discovery (Faza 2)

Cilj: Razumij problem, ciljeve, budget, timeline

Generiši discovery pitanja za meeting:

- Koji problem rješavamo?
- Ko su korisnici?
- Koje platforme (web, mobile, desktop)?
- Koji budget range?
- Koji timeline?
- Koje integracije trebaju?
- Koji su success metrics?

Nakon discovery call-a:

1. Kreiraj `project-brief.md` sa 10 sekcija (iz procesa)
2. Pošalji brief klijentu na potvrdu
3. Advance lead u pipeline:

```
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js advance <lead-id> "Discovery complete, brief sent"
```

Gate: Brief napisan, klijent potvrdio **Output:** `~/ALAI/clients/<CLIENT>/intake/discovery-notes.md`, `project-brief.md`

Korak 3: NDA (Faza 3)

Cilj: Potpiši NDA prije dijeljenja detalja

```
# Kreiraj NDA od template-a
NODE_PATH=~/system/node_modules node ~/system/tools/docusign.js create "<CLIENT>" nda --field CLIENT_NAME="<ime>" --field CLIENT_EMAIL="<email>"

# Pošalji na potpis koristeći /send-for-signing workflow
# → Vidi skill: send-for-signing
```

OBAVEZNO: Koristi `/send-for-signing` skill za slanje. NIKAD ručno.

Gate: NDA potpisan od obje strane **Output:** `~/ALAI/clients/<CLIENT>/legal/nda-signed.pdf`

Korak 4: Proposal (Faza 4)

Cilj: Definiši scope, tech stack, faze, pricing

Proposal sadrži 10 sekcija:

1. Executive Summary
2. Scope of Work
3. Tech Stack
4. Project Phases
5. Timeline
6. Pricing (sa MVA 25% ako NOK)
7. Payment Schedule
8. Out of Scope
9. Assumptions
10. Validity Period

CEO GATE: Proposal MORA biti odobren od Alema prije slanja!

- Pokaži Alemu: scope, pricing, timeline
- Čekaj eksplicitno "GO" ili "SEND"
- NIKAD slati bez odobrenja (ZAKON #2)

```
# Advance pipeline
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js advance <lead-id>
"Proposal sent, awaiting response"
```

Gate: Klijent prihvatio proposal (pisana potvrda) **Output:** `~/ALAI/clients/<CLIENT>/intake/proposal.md`

Korak 5: Contract (Faza 5)

Cilj: Potpiši ugovor, primi prvu uplatu

1. Kreiraj ugovor od template-a:

```
NODE_PATH=~/system/node_modules node ~/system/tools/docusign.js create "<CLIENT>" contract --
field CLIENT_NAME="<ime>"
```

2. Pošalji na potpis: `/send-for-signing` workflow

3. Kreiraj prvu fakturu:

```
NODE_PATH=~/system/node_modules node ~/system/tools/invoice-generator.js create "<CLIENT>"
<iznos> NOK "Project kickoff payment"
```

Gate: Ugovor potpisan, prva uplata primljena **Output:** `~/ALAI/clients/<CLIENT>/legal/contract-signed.pdf`

Korak 6: Project Setup (Faza 6)

Cilj: Scaffoldaj projekat, kreiraj backlog

```
# Full onboard (scaffold + lead + routing + MC task)
NODE_PATH=~/system/node_modules node ~/system/tools/onboard-client.js new "<slug>" "<email>"
"<izvor>" "<vrijednost>" "<opis>"

# Ili samo scaffold
bash ~/system/template/scaffold.sh "<ProjectName>"
```

Kick-off agenda:

- Scope review
- Communication channels
- Access/credentials
- Sprint cadence
- Escalation path

Gate: Projekt scaffoldan, kick-off održan, backlog kreiran **Output:** `~/projects/<slug>/`, `project.json`, kick-off notes

Korak 7: Development Start (Faza 7)

Cilj: Počni sprint, delegiraj zadatke

```
# Advance pipeline to WON (requires --approved flag)
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js advance <lead-id>
"Contract signed, project started" --approved

# Kreiraj MC task za projekat
node ~/system/tools/mc.js add "<CLIENT>: Sprint 1 planning" --priority H --route backend
```

Gate: First sprint isplaniran, taskovi dodijeljeni **Output:** Sprint backlog, MC taskovi

Pravila

1. **Faze se NE preskakaju** — NDA mora biti potpisan prije Proposal-a
2. **CEO odobrava Proposal** — ZAKON #2: NIKAD slati pricing bez Alemovog odobrenja
3. **Pipeline advance = gate pass** — Advance lead SAMO kad je gate zadovoljen
4. **Test first za signing** — Svaki dokument na potpis → test na post@alai.no prvo
5. **Kontakt podatke NE izmišljaj** — Ako nemaš email, pitaj Alema
6. **WON stage = contract signed** — sales-pipeline.js enforce-a --approved flag
7. **Sve NOK fakture sa MVA 25%** — invoice-generator.js auto-dodaje
8. **ALAI branding** — Svi dokumenti, emailovi, fakture sa ALAI brandingom

Primjer — Kompletni Onboarding

```
Alem: "Imamo novog klijenta — TechCorp, kontakt je Lars Olsen, lars@techcorp.no, došao preko
LinkedIn. Žele AI chatbot za customer support."

John:
1. contacts.js add "Lars Olsen" "lars@techcorp.no" --company "TechCorp AS" --type client
2. sales-pipeline.js add "TechCorp AS" "lars@techcorp.no" "linkedin" "AI chatbot for customer
support"
3. → Discovery call zakazan
4. → Brief napisan, klijent potvrdio
5. → NDA potpisan (send-for-signing flow)
6. → Proposal napisan, Alem odobrio, klijent prihvatio
7. → Contract potpisan, prva uplata stigla
8. → onboard-client.js new "techcorp" "lars@techcorp.no" "linkedin" "150000" "AI chatbot"
9. → Sprint 1 kreiran, agenti dodijeljeni
```

Status Tracking

U svakom momentu možeš provjeriti status:

```
# Pipeline pozicija
NODE_PATH=~/system/node_modules node ~/system/tools/sales-pipeline.js show <lead-id>

# Onboarding timeline
NODE_PATH=~/system/node_modules node ~/system/tools/onboard-client.js timeline "<client>"
```

```
# CRM overview
NODE_PATH=~/system/node_modules node ~/system/tools/unified-crm.js client "<client>"
```

/onboard-partner

Source: `~/.claude/skills/onboard-partner/SKILL.md`

Onboard Partner — Guided Partner Onboarding Workflow

Description

Vodeni workflow za onboarding novog partnera. Od klasifikacije tipa partnera do potpisa ugovora i operativnog setup-a. Prati `~/ALAI/processes/partner-management.md` proces.

Trigger

Koristi ovaj skill kad:

- Alem kaže "novi partner", "new partner", "partnerski ugovor"
- Nova kompanija želi saradnju (delivery, referral, tech, strategic)
- Postojeći kontakt prelazi u partnerski odnos

Alati

- **Contacts:** `~/system/tools/contacts.js`
- **Signing:** `~/system/tools/send-signing-email.js`
- **Documents:** `~/system/tools/docusign.js`
- **Tasks:** `node ~/system/tools/mc.js`
- **Pipeline:** `~/system/tools/sales-pipeline.js`
- **Proces doc:** `~/ALAI/processes/partner-management.md`
- **Partner dir:** `~/ALAI/partners/PARTNER-DIRECTORY.md`

Workflow

Korak 1: Klasificiraj tip partnera

Pitaj Alema ili odredi iz konteksta:

Tip	Opis	Revenue Model
Technology	Cloud, SaaS, AI provajderi	Discounts, co-marketing
Delivery	Dev shopovi, consulting firme	Margin 20-40% (mi invoiciramo klijenta)
Referral	Pojedinci/firme koji šalju klijente	Komisija 5-15% first-year
Strategic	Joint delivery/product partneri	Revenue split (50/50 default)

Prikupi podatke:

1. **Ime partnera** (firma)
2. **Kontakt osoba** (ime, email, pozicija)
3. **Tip partnera** (technology/delivery/referral/strategic)
4. **Šta nude** (kratki opis)
5. **Revenue potencijal** (godišnji estimate)
6. **Org. number** (ako norveški)
7. **Zemlja**

Korak 2: Due Diligence

Provjeri partnera (minimum za početak):

Financial:

- Company registry check (Proff.no za Norveška, ili lokalni registar)
- Financials: prihod, profit, stabilnost
- Bankruptcy history

Technical:

- Tech stack kompatibilnost
- Portfolio / case studies
- Security practices (GDPR, ISO 27001?)

Operational:

- Reference checks (2-3 ako moguće)

- Timezone / availability
- Team size

Kreiraj due diligence report:

```
~/ALAI/partners/<PARTNER>/intake/due-diligence-report.md
```

CEO GATE: Due diligence report → Alem + John approve → proceed Pokaži Alemu: risk assessment (H/M/L), Go/No-Go preporuku.

Korak 3: Kreiraj partner directory

```
mkdir -p ~/ALAI/partners/<PARTNER>/{intake,legal,comms/{meetings,check-ins,reviews},financials}
```

Kreiraj `~/ALAI/partners/<PARTNER>/partner-profile.md`:

- Ime, tip, kontakt, revenue model
- Due diligence summary
- Strategic value
- Risk assessment

Korak 4: NDA

Pošalji NDA koristeći `/send-for-signing` workflow:

```
# Kreiraj NDA
NODE_PATH=~/system/node_modules node ~/system/tools/docusign.js create "<PARTNER>" nda \
  --field CLIENT_NAME="<partner-ime>" \
  --field CLIENT_EMAIL="<kontakt-email>" \
  --field CLIENT_REPRESENTATIVE="<kontakt-osoba>"

# Test + Send via send-for-signing skill
```

Gate: NDA potpisan od obje strane

Korak 5: Partnership Agreement

Na osnovu tipa partnera, kreiraj agreement:

Delivery Partner:

- Subcontractor rate definition
- Quality standards
- IP ownership (client retains)
- SLA requirements
- Non-compete clause

Referral Partner:

- Commission structure (10% < 100K, 5% > 100K NOK)
- Lead qualification criteria
- Payment terms (after client's first payment)
- Non-solicitation

Strategic Partner:

- Revenue split (default 50/50)
- Joint delivery responsibilities
- IP ownership split
- Invoicing procedure (bi-weekly/monthly)
- Audit rights
- Exit clause

CEO GATE: Agreement → Alem pregleda i odobri → tek onda šalji na potpis.

Pošalji via `/send-for-signing`:

```
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js send <template_id> \
  '{"name":"Alem Basic","email":"alem@alai.no","role":"First Party"}' \
  '{"name":"<Partner Contact>","email":"<email>","role":"Second Party"}' \
  --subject "Partnership Agreement — ALAI x <Partner>" \
  --doc-name "Partnership Agreement"
```

Gate: Agreement potpisan od obje strane

Korak 6: Dodaj u contacts.db

```
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js add "<kontakt-osoba>"
"<email>" \
  --company "<Partner Name>" \
  --type partner \
  --role "<pozicija>" \
  --notes "Partner type: <tip>. Agreement signed <datum>."
```

Korak 7: Update Partner Directory

Dodaj entry u `~/ALAI/partners/PARTNER-DIRECTORY.md`:

```
| <Partner Name> | <Tip> | Active | <datum> | — | <kontakt> | <revenue model> | <target> |
<review date> | — | <notes> |
```

Korak 8: Operativni setup

1. Kreiraj Slack kanal (ako potrebno):

```
node ~/system/tools/slack.js send general "New partner onboarded: <Partner Name> (<tip>)"
```

2. Kreiraj MC task za praćenje:

```
node ~/system/tools/mc.js add "Partner onboarding: <Partner> — first joint project setup" --
priority M --route bizdev
```

3. Zakaži monthly check-in (prvi u roku 30 dana)
4. Loguj u HiveMind:

```
node ~/system/agents/hivemind/hivemind.js post john event "New partner onboarded: <Partner
Name> (<tip>). Agreement signed. Revenue model: <model>."
```

Korak 9: Revenue konfiguracija

Na osnovu tipa:

Delivery: Dogovori subcontractor rate. Dokumentuj u agreement. **Referral:** Definiši commission tiers. Dokumentuj u agreement. **Strategic:** Definiši split %. Setup dedicated payment tracking.

Pravila

1. **CEO odobrava** — Alem mora odobriti onboarding PRIJE slanja agreement-a
2. **Due diligence obavezan** — Minimum financial + operational check
3. **NDA prije Agreement-a** — NDA mora biti potpisan prije partnership agreement-a
4. **Koristi /send-for-signing** — NIKAD slati dokumente mimo standardnog flow-a
5. **Partner Directory update** — SVAKI novi partner mora biti u PARTNER-DIRECTORY.md
6. **contacts.db update** — SVAKI partner kontakt mora biti u contacts.db
7. **MC task** — UVIJEK kreiraj tracking task za novog partnera

8. **Revenue model dokumentovan** — Commission/margin/split MORA biti u agreement-u
9. **Review date** — Postavi annual review datum (datum potpisa + 12 mjeseci)
10. **Exit clause** — SVAKI agreement MORA imati exit clause (90 dana notice default)

Primjer — Delivery Partner

```
Alem: "Symphony.is želi biti delivery partner. Kontakt Adnan, adnan@symphony.is."


John:
1. Tip: Delivery (subcontracting)
2. Due diligence: 650+ engineers, Bosnia/Serbia, enterprise clients
   → Risk: M (large minimum, dependency risk)
   → Recommendation: GO with careful scope management
3. Alem approves → proceed
4. mkdir ~/ALAI/partners/symphony-is/{intake,legal,comms,financials}
5. NDA → send-for-signing → signed
6. Subcontractor Agreement → Alem reviews → send-for-signing → signed
7. contacts.js add "Adnan Cesko" "adnan@symphony.is" --company "Symphony.is" --type partner
8. PARTNER-DIRECTORY.md updated
9. MC task: "Symphony.is: first joint project identification"
10. HiveMind: "New partner: Symphony.is (Delivery). 650+ engineers. Revenue potential:
$500K+/yr"
```

Primjer — Referral Partner

```
Alem: "Kerim će nam slati klijente. 10% komisija."


John:
1. Tip: Referral
2. Minimal DD (individual, known contact)
3. Simple referral agreement: 10% of first-year contract value
4. contacts.js add + PARTNER-DIRECTORY.md
5. Track referrals via sales-pipeline.js source="referral"
```

Status Tracking

```
# Partner directory
cat ~/ALAI/partners/PARTNER-DIRECTORY.md

# Partner kontakti
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js list --type partner

# Partner MC tasks
node ~/system/tools/mc.js list | grep -i partner
```

/send-for-signing

Source: `~/.claude/skills/send-for-signing/SKILL.md`

Send Document — ALAI Branded Document Signing

Description

Generički workflow za slanje BILO KOJEG dokumenta na potpis. Pokriva NDA, DPA, ugovore, partnership agreemente, i custom dokumente. Koristi DocuSeal za signing + ALAI branded SMTP email sa embedded logom. NIKAD ne koristi DocuSeal-ov default email.

Trigger

Koristi ovaj skill kad:

- Alem kaže "pošalji na potpis", "send for signing", "treba potpis"
- "pošalji NDA", "pošalji DPA", "pošalji ugovor"
- Bilo koji dokument treba e-potpis
- Kreiraš novi ugovor/NDA/DPA i treba ga poslati

Alati

- **Signing Tool:** `~/system/tools/send-signing-email.js`
- **Document Tool:** `~/system/tools/docusign.js`
- **Contacts:** `~/system/tools/contacts.js`
- **DocuSeal API:** `~/system/config/docuseal.json`
- **SMTP:** `~/system/config/mail-credentials-alai.json` (post@alai.no)
- **Logo:** `~/system/context/branding/shared/alai-email-logo.png` (96x96, CID inline)

- **Brand:** primary=#308050, secondary=#0F172A, Inter font

Workflow

Korak 0: Detektuj tip dokumenta

Na osnovu konteksta odredi tip:

Trigger	Tip	Template
"NDA", "non-disclosure"	NDA	`docusign.js create <CLIENT> nda`
"DPA", "data processing"	DPA	Custom HTML template
"ugovor", "contract"	Contract	`docusign.js create <CLIENT> contract`
"partnership", "partnerski"	Partnership	Custom HTML template
"proposal"	Proposal	`docusign.js create <CLIENT> proposal`
Custom	Custom	Kreiraj HTML od nule

Korak 1: Auto-populate iz contacts.db

Ako klijent/partner postoji u sistemu, automatski popuni polja:

```
# Nađi kontakt
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js search "<ime>"
NODE_PATH=~/system/node_modules node ~/system/tools/contacts.js show <id>
```

Izvuci: ime, email, firma, org_number, adresa. Ako ne postoji → pitaj Alema za podatke.

Korak 2: Pripremi HTML dokument

- Za poznate tipove koristi `docusign.js`:

```
NODE_PATH=~/system/node_modules node ~/system/tools/docusign.js create "<CLIENT>" nda \
  --field CLIENT_NAME="<ime>" \
  --field CLIENT_EMAIL="<email>" \
  --field CLIENT_REPRESENTATIVE="<osoba>" \
  --field PROJECT_DESCRIPTION="<opis>"
```

- Za custom dokumente: konvertuj MD → HTML sa čistim A4 stilom

OBAVEZNO: Dodaj DocuSeal field tagove u signature sekciju:

```
<signature-field name="Signer1 Signature" role="First Party"></signature-field>
<date-field name="Signer1 Date" role="First Party"></date-field>
<signature-field name="Signer2 Signature" role="Second Party"></signature-field>
<date-field name="Signer2 Date" role="Second Party"></date-field>
```

KLJUČNO: Koristi `role=` atribut (NE `data-submitter=`!) Svaki potpisnik = zasebna `role` vrijednost ("First Party", "Second Party", itd.)

Korak 3: Kreiraj DocuSeal template

```
curl -s -X POST "https://docuseal.eu/api/templates/html" \
  -H "X-Auth-Token: <token>" \
  -H "Content-Type: application/json" \
  -d @template.json
```

- Provjeri response: `submitters` array mora imati ONOLIKO submittera koliko ima `role` vrijednosti
- Provjeri `fields` array: svaki field mora imati odgovarajući `submitter_uuid`

Korak 4: TEST PRVO (OBAVEZNO!)

```
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js test post@alai.no
```

- Provjeri da je email stigao na post@alai.no
- Provjeri: ALAI logo (embedded), zeleni button, signing link, branding
- TEK nakon uspješnog testa → šalji pravi email

Korak 5: Pošalji na potpis

```
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js send <template_id> \
  '{"name":"Alem Basic","email":"alem@alai.no","role":"First Party"}' \
  '{"name":"Signer Name","email":"signer@email.com","role":"Second Party"}' \
  --subject "Document Name — ALAI x Partner" \
  --doc-name "Document Ready for Signature" \
  --changes "Key point 1|Key point 2|Key point 3"
```

Korak 6: Provjeri status

```
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js check
<submission_id>
```

Korak 7: Post-signing

Nakon potpisa:

1. Download potpisan PDF
2. Spremi u `~/ALAI/clients/<CLIENT>/legal/` ili `~/ALAI/partners/<PARTNER>/legal/`
3. Loguj u HiveMind:

```
node ~/system/agents/hivemind/hivemind.js post john event "Document signed: <type> with
<party>"
```

4. Advance pipeline ako je dio onboarding procesa

Pravila

1. **UVIJEK ALAI branding** — NIKAD DocuSeal default email (send_email: false)
2. **UVIJEK test prvo** — Pošalji na post@alai.no, verifikuj, pa šalji za pravo
3. **Alemov email = alem@alai.no** — NE info@alai.no (info@ čita John)
4. **Logo = CID inline** — NE eksterni URL (email klijenti blokiraju)
5. **From = post@alai.no** — "ALAI Holding AS" sender name
6. **NE spamaj submissione** — Jednom testiraj, jednom pošalji
7. **DocuSeal HTML tagovi** — `role=` atribut, NE `data-submitter=`
8. **Order = preserved** — Prvi potpisnik potpiše, drugi dobije email nakon
9. **Auto-populate** — Uvijek provjeri contacts.db prije ručnog unosa
10. **Storage obavezan** — Potpisan dokument MORA biti sačuvan u legal/ direktoriju

Email Template Struktura

```
+----------------------------+
|  [ALAI Logo - CID inline]   |  <- #0F172A background
|  ALAI Holding AS            |
|  Document Signing           |
+----------------------------+
|                             |
|  Document Title             |  <- #1A1A1A, 18px
|                             |
```

```
|  Dear {name},                |
|  A document is ready...      |
|                              |
|  +- KEY DETAILS -----------+ |  <- #F8FAFC box
|  | * Change 1               | |
|  | * Change 2               | |
|  +---------------------------+ |
|                              |
|  [ Review & Sign Document ]  |  <- #308050 button
|                              |
|  Unique link warning         |
|  Contact: info@alai.no       |
+-----------------------------+
|  ALAI Holding AS             |  <- #F8FAFC footer
|  Org.nr 932 516 136          |
|  Ilemoen 4A, 2040 Klofta     |
+-----------------------------+
```

Primjeri

NDA

```
# 1. Kreiraj NDA
NODE_PATH=~/system/node_modules node ~/system/tools/docusign.js create "TechCorp" nda \
  --field CLIENT_NAME="TechCorp AS" --field CLIENT_EMAIL="lars@techcorp.no" \
  --field CLIENT_REPRESENTATIVE="Lars Olsen" --field PROJECT_DESCRIPTION="AI Chatbot"

# 2. Upload HTML kao DocuSeal template (sa role= tagovima)
# 3. Test
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js test post@alai.no

# 4. Pošalji
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js send <template_id> \
  '{"name":"Alem Basic","email":"alem@alai.no","role":"First Party"}' \
  '{"name":"Lars Olsen","email":"lars@techcorp.no","role":"Second Party"}' \
  --subject "NDA — ALAI x TechCorp" \
  --doc-name "Non-Disclosure Agreement" \
  --changes "Duration: 2 years|Jurisdiction: Norway"
```

Partnership Agreement

```
NODE_PATH=~/system/node_modules node ~/system/tools/send-signing-email.js send 406709 \
  '{"name":"Alem Basic","email":"alem@alai.no","role":"First Party"}' \
  '{"name":"Anel Pasic","email":"anelwizard@gmail.com","role":"Second Party"}' \
  --subject "Partnership Agreement — ALAI x Wizard NUF" \
  --doc-name "Partnership Agreement Ready for Signature" \
  --changes "Invoicing: monthly to every 2 months|Split: 50/50 (unchanged)"
```

Troubleshooting

Problem	Rješenje
"Template does not contain fields"	HTML nema DocuSeal tagove (`<signature-field>`, `<date-field>`)
Samo jedan submitter u template	Koristiš `data-submitter=` umjesto `role=`
Logo ne prikazuje	Provjeri da `alai-email-logo.png` postoji i da se koristi CID attachment
Email ne stiže	Provjeri SMTP credentials u `mail-credentials-alai.json`
Signing link ne radi	DocuSeal sandbox mode — link radi ali ima sandbox banner
Kontakt nema email	Provjeri contacts.js show — pitaj Alema ako nedostaje