



GETTING STARTED GUIDE

Welcome to your AI workforce.

Everything you need to log in, meet your team, and put your AI employees to work in the first 15 minutes.



What is QweaverOS?

QweaverOS is the control room for your AI workforce. Instead of juggling five different tools and five different logins, you get one place where a small team of AI specialists shows up for work. You give the orders. They do the work. Everything they do is logged, permissioned, and yours.

Think of it like hiring a team, except every teammate is an AI employee who never sleeps, never forgets your business, and shares one simple credit balance.

The three things that make it click

- **One login.** Sign in once at app.qweaver.com and every tool is unlocked.
- **One company brain.** Your business facts, SOPs and preferences live in one place that every AI employee reads from, so they all know how you work.
- **One credit pool.** Everything the team does draws from a single balance. No per-tool billing to track.

IN PLAIN WORDS

You are still the boss. You just finally have a team that handles your website, your content, your busywork, your customers and your admin, all from one screen.

Each teammate is a specialist at a real job. You command them all from QweaverOS.



HELIX · YOUR WEB DESIGNER

Builds and runs your website

Websites, landing pages and quizzes in minutes. Describe your business, pick a style, and edit anything just by asking. Every page sends leads straight to your WhatsApp.



LOOM · YOUR CONTENT WRITER

Writes and publishes your content

Researches the topic, writes in your voice, adds the images, and publishes straight to your website. A whole content team in one teammate.



FLOW · YOUR OPERATIONS MANAGER

Runs the repeat work for you

Weekly reports, follow-ups and reminders become simple routines that just run, and land the results on your WhatsApp.



CORE · YOUR BACK OFFICE

Keeps the business tidy

Leads, quotes, invoices, payments and your whole sales pipeline in one clean place instead of scattered across a notebook and a chat.



NEXUS · THE POWER BEHIND THE TEAM

Minds your credits and rewards

The shared credit pool that powers every tool, plus loyalty points and vouchers you can run for your own customers.

Do these four things and your AI workforce is ready to go.

1

Log in

Go to **app.qweaver.com** and sign in with the details we sent you. This one login opens every tool in your suite.

2

Fill in your company brain

Open **Company Brain** and add the basics: what your business does, your key facts, your do's and don'ts, and how you like things handled. This is what makes your AI employees sound like you and know your business.

3

Connect WhatsApp

Open **WhatsApp Access** and link your number. This is how leads, updates and reports reach you, and how you can talk to your team on the go.

4

Pick your first tool

From **Choose a tool** on the dashboard, open the one you need today. Building a website? Start with Helix. Need content? Loom. Whatever you land with, the rest of the team is one click away.

TIP

You do not have to set everything up at once. Start with the one job that matters most this week, and grow into the rest as you go.

Working with your AI employees

Two ways to give orders

- **From the dashboard.** Open any tool and work directly, or ask it in plain words to do a task.
- **From WhatsApp.** Message your workspace like you would a staff member. Your team drafts the reply or does the task, and sensitive actions wait for your approval first.

Nothing happens behind your back

Every meaningful action your AI employees take is logged in **Approvals & Logs**. Anything that reaches a customer or moves money is drafted first and waits for your yes. You stay in command.

About credits

Every task draws from one shared credit balance in **Nexus**. You never think about models or tokens, just get work done. You can see your balance and usage any time, and top up when you need to.

Getting help

Stuck, or want us to set something up for you? We are one message away.



Digital 9 Labs

Message us on WhatsApp and we will help you get the most out of your AI workforce.

Welcome aboard. You are still the boss. You just finally have a team.