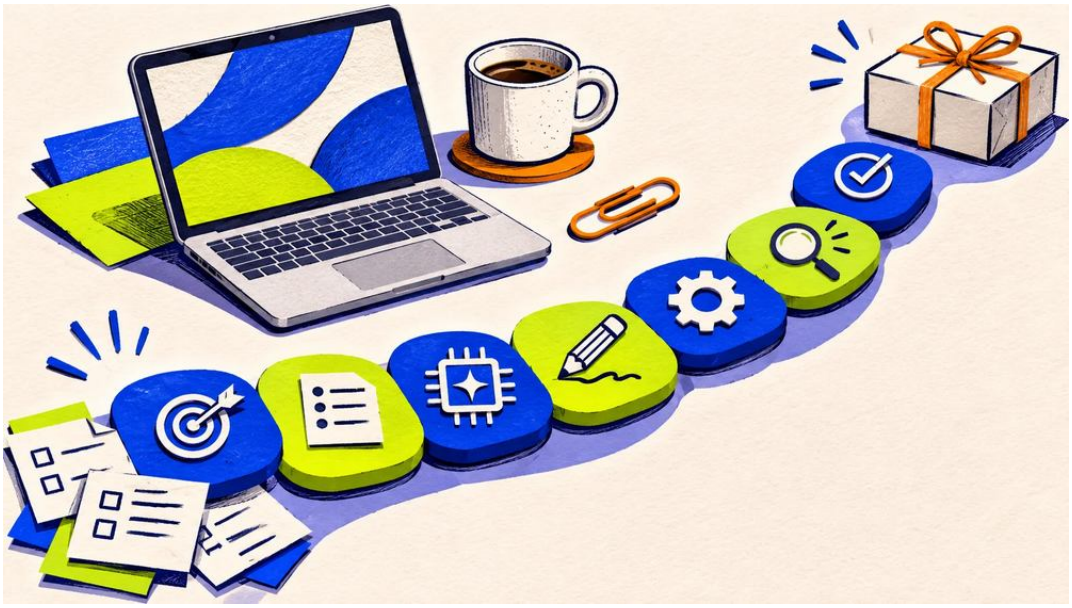
Seven-Day MCP Service Sprint

Scope, test and hand over one useful client deliverable.



Use this planner to turn a familiar workflow into a bounded service pilot. The fictional creative-studio example prepares one Friday project-review brief. Adapt the schedule to actual access and review time; the goal is a dependable result.

Use this kit to make a concrete plan, rehearse one workflow and capture what you learn. The detailed article and editable templates accompany this compact guide.

Open the full article

https://aisidehustle.cc/blog/mcp-client-service-seven-day-sprint

The implementation sequence

01 / Days 1-2: choose and demonstrate

Select one recurring task, interview its owner and prepare a polished sample. Use feedback to define what a usable output must contain.

02 / Day 3: agree the pilot

Complete the scope and proposal. Confirm inputs, reviewer, timing, price, revision allowance and actions that require a new agreement.

03 / Day 4: connect one source

Follow official setup instructions for an existing integration or define one custom tool. Check one known record against the source before expanding.

04 / Day 5: rehearse failure

Run the acceptance cases, including missing and conflicting information. Confirm that the full delivered document preserves sources and uncertainty.

05 / Day 6: deliver and review

Record time by task, deliver the draft with a review note and distinguish defects from new scope requests.

06 / Day 7: transfer ownership

Complete the handoff, let another person follow it once and resolve access ownership. Choose the next offer based on the pilot evidence.

A completed example

Client and task owner

Fictional creative studio: the operations lead owns the process; the studio owner reviews the final brief.

Trigger and reporting period

Friday review preparation for Project Alpha, using approved information current at 3 p.m. Thursday.

Exact deliverable

One draft project-review brief containing milestones, missing inputs, decision owners and source links.

Approved source and access owner

The client-approved Project Alpha folder. The operations lead authorizes read access and confirms which documents are current.

Included work and boundaries

One brief and one revision against the agreed criteria. No sending, due-date changes, budget changes or additional projects.

Review the example as a learning aid. It is not evidence that a customer agreed, a deployment succeeded or a result was measured.

The example, continued

Acceptance criteria

Every status has a source or is marked unknown; conflicting dates are flagged; every decision has an owner; no external messages are sent.

Failure and recovery plan

Stop retrieval, record the missing input and use the manual source checklist. Ask the owner to resolve conflicting facts.

Delivery, price and review window

Deliver the draft on Friday; reviewer responds within two working days. Price is agreed after estimating setup, review and handoff.

Handoff and access closure

Provide the SOP, worked example and test record; the operations lead runs it once. Remove pilot access unless a new agreement retains it.

Review the example as a learning aid. It is not evidence that a customer agreed, a deployment succeeded or a result was measured.

Your working worksheet

01 / Client and task owner

Identify the person who owns the workflow and the person who can accept the result.

02 / Trigger and reporting period

State what starts the service and the date or period it covers.

03 / Exact deliverable

Specify format, quantity and required sections.

Your working worksheet

04 / Approved source and access owner

Name the collection, account owner and how access will be granted.

05 / Included work and boundaries

Write the revision allowance and actions outside this pilot.

06 / Acceptance criteria

Write checks that a reviewer can mark pass or fail.

Your working worksheet

07 / Failure and recovery plan

Explain what happens when access, source information or the integration fails.

08 / Delivery, price and review window

Use agreed dates and terms; record effort estimates before setting a price.

09 / Handoff and access closure

Name the future owner, operating instructions and end-of-pilot access decision.

Use the kit, then verify the result

1. Keep a working copy

Extract kit.zip. Open index.html in your browser, or edit the Markdown templates in any text editor. The interactive worksheet keeps notes in page memory only. Download notes before leaving.

2. Make the example your own

Replace every fictional person, source, date and assumption with your own confirmed context. Record unknowns explicitly instead of filling them with plausible guesses.

3. Rehearse a normal and an awkward case

Try one known input, one missing input and one result that requires a reviewer. Check the delivered artifact against its source. Keep the manual path usable.

4. Record a dated decision

State what passed, what failed and what you will change next. Count setup, checking and rework when reviewing effort. A completed worksheet is preparation, not measured business improvement.

Sources and next steps

MCP architecture

https://modelcontextprotocol.io/docs/learn/architecture

WebMCP browser API (experimental)

https://developer.chrome.com/docs/ai/webmcp/imperative-api

Your detailed companion article

https://aisidehustle.cc/blog/mcp-client-service-seven-day-sprint

Independent educational materials. Product names belong to their owners. These templates may be adapted for your own projects and client work.