

FINISHED EXAMPLE · PREPARED DEMONSTRATION

Three different inputs pass through one skill and come out consistent

You practise this in the course

SKILL.md

```
---
name: monthly-team-summary
description: Turns a team's monthly figures into the
  standard one-page summary. Use when asked for a
  monthly team summary.
---
1. Check the figures cover the whole month.
2. Summarise changes over 5%, with the cause if given.
3. Lay it out using template.md.
4. If any data is missing, stop and flag it for a person.
```

Team	Input	Output
Sales	Monthly sheet	Standard one-page summary
Support	Weekly exports	Standard one-page summary
Operations	Two months only	Flagged: needs a person

What changed

Step 4 was added after testing: when data is missing, the skill stops and flags it instead of estimating.

YOU START WITH

September figures from three teams, each in a different layout, and one with a month missing.

THE PROMPT USED

“Use the monthly-team-summary skill on each of these three teams’ figures and produce their September summaries.”

STILL NEEDS HUMAN CHECKING

- Figures in each summary against its source
- Every flagged exception
- That the skill’s description triggers it at the right time

WHAT YOU PRACTISE

Packaging a method as a skill, running it on different inputs, comparing the outputs and adding a rule for the exception.

THE FINISHED OUTPUT CONTAINS

- Three summaries with the same structure
- One input flagged for a person, not guessed
- An updated skill with the new rule

RELATED COURSE

[Claude Skills and Reusable Workflows](#) · Module: Packaging a method · Testing for consistency

Account note: Skills need code execution turned on. Sharing a skill across an organisation depends on your plan.