kommitOS

kommit

The Operating System that fixed my company

...I hope it helps other company leaders.

kommit

I founded a software engineering company, **kommit,** over 15 years ago.

As a company grows, entropy hits hard. No company is immune to the universal law of chaos.

But we can fight it.

To fight chaos, we designed a game-changing system to run our operations.

As we all know, a streamlined operating system pushes profitability.

We named it the kommitOS.

Let's get into it.

kommit _Luis Hurtado

Deconstructing the term:

System → Operating

⌄ ⌄

A set of elements, interactions, and practices...   to   ...Excel at running the operations of a business.

keep reading

This is the...

kommitOS

Person

Project

Domain

Document

Work Item

Activity

kommit _Luis Hurtado

keep reading
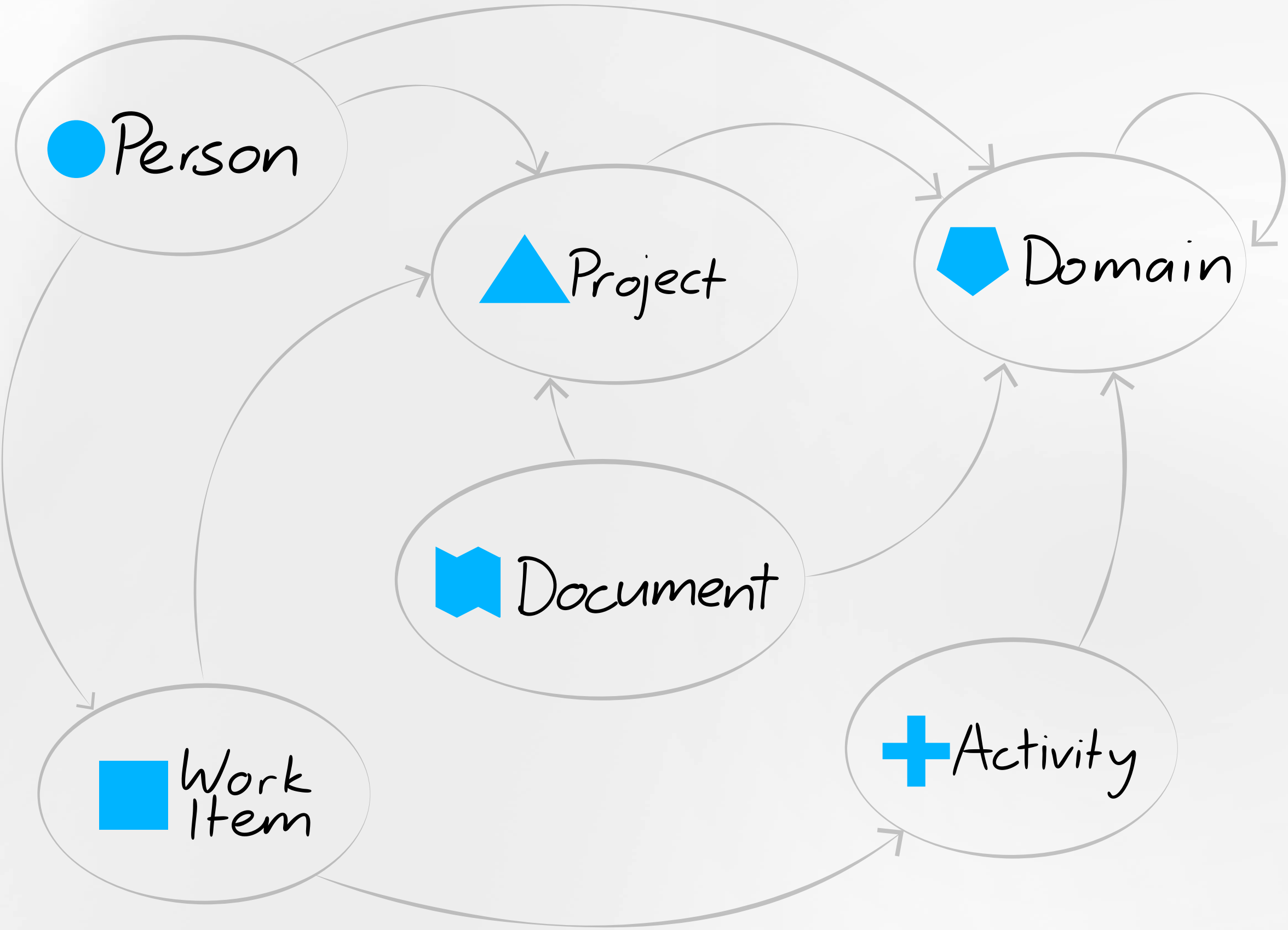
The kommitOS has

6 Core Elements

Foundational definitions
of our Operating System.
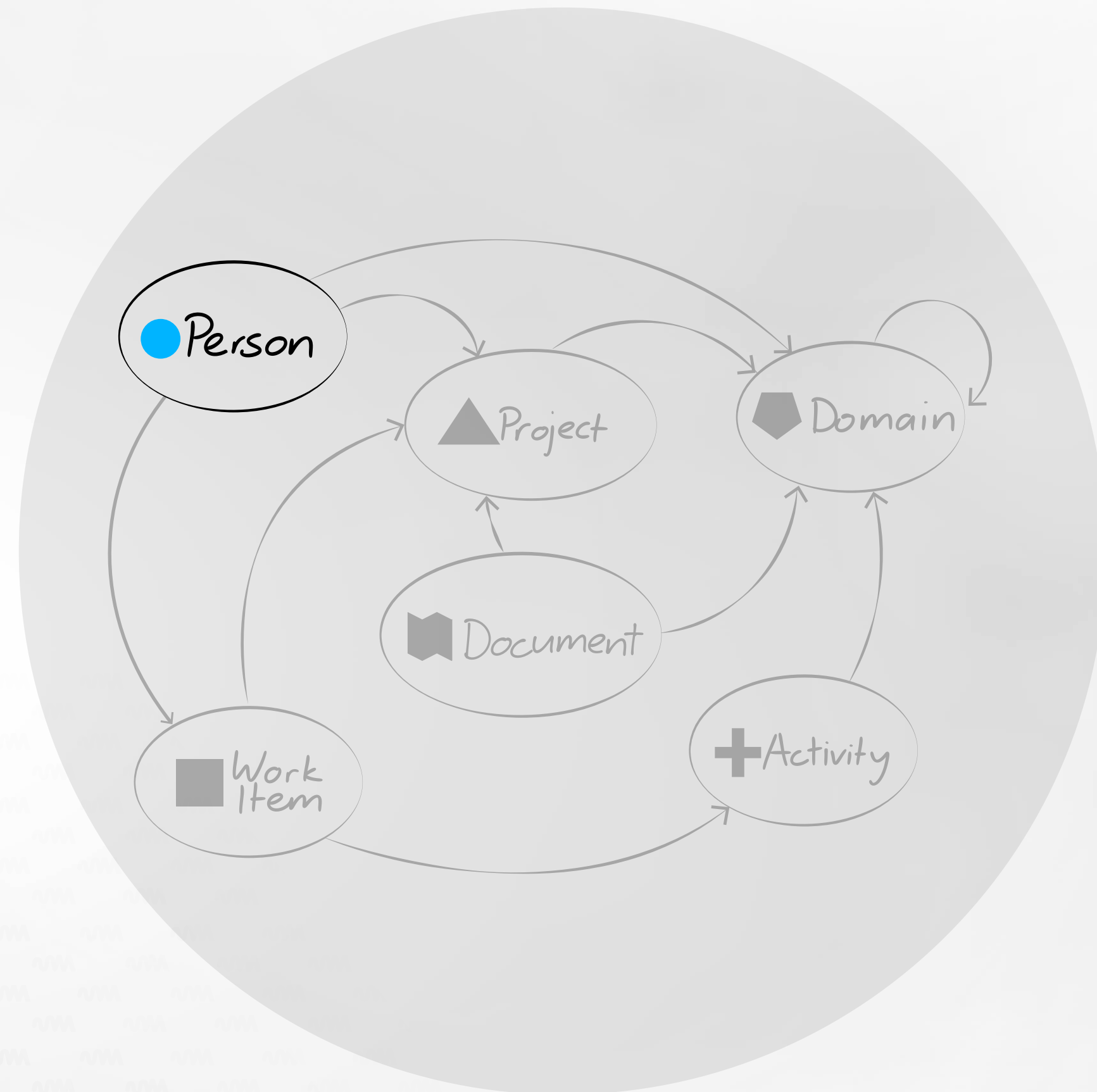
● Person

⬠ Domain

▲ Project

➕ Activity

■ Work Item
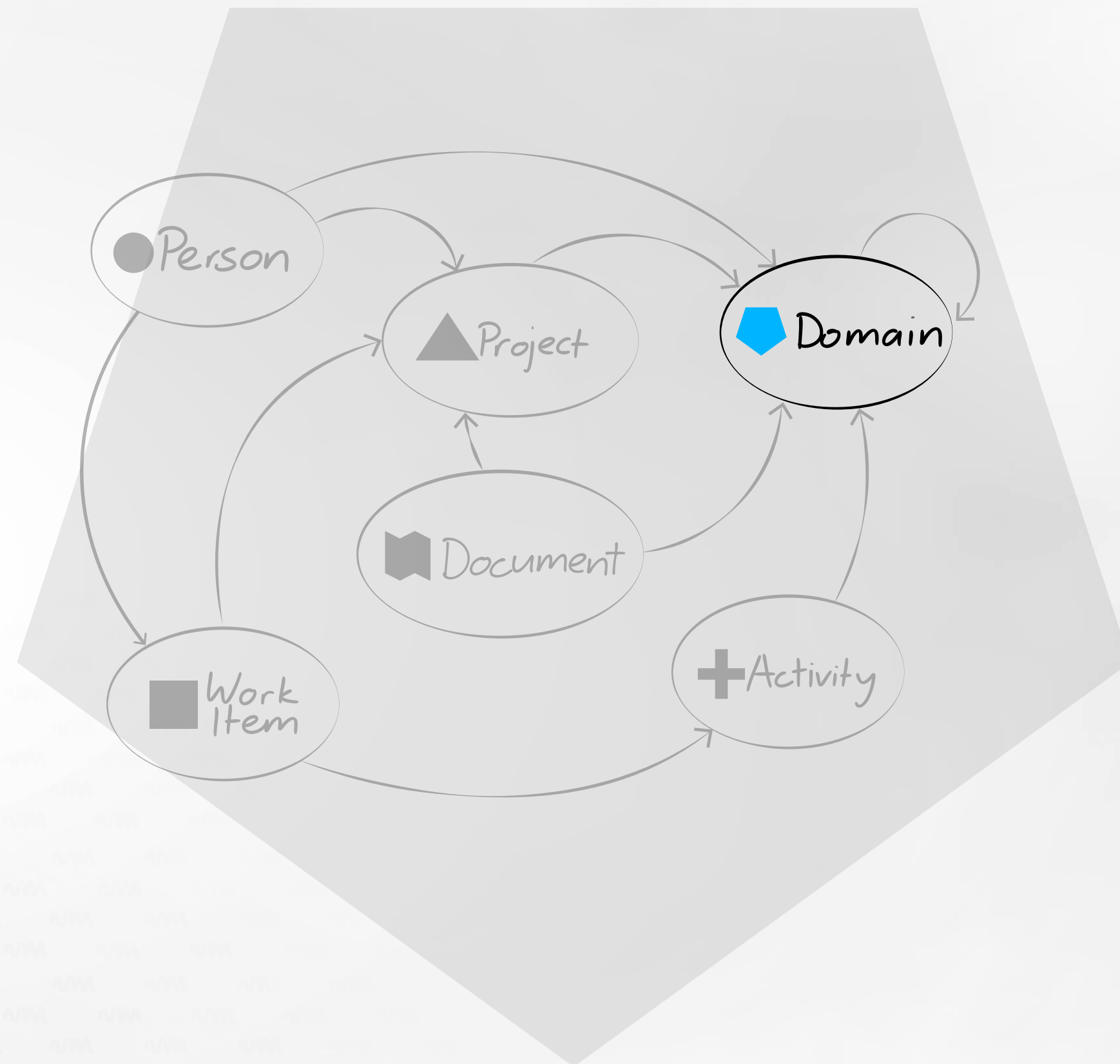
⬒ Document

Let's dive into them

Person

An individual that interacts whit the kommitOS.

- Mostly employees.
- But also third-party people.

* Contractors,
* consultants,
* providers.

_Luis Hurtado

keep
reading

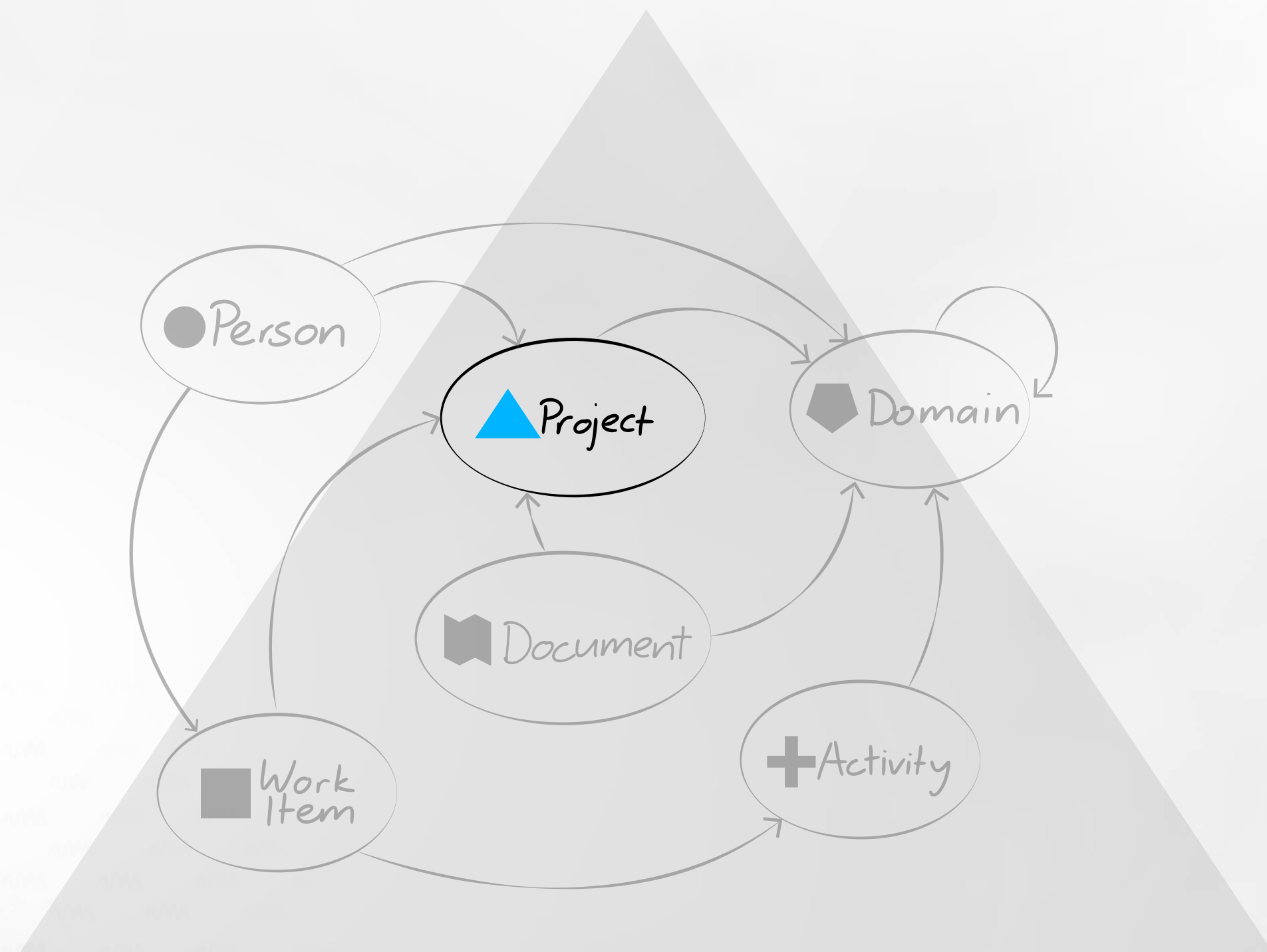# Domain

A specific business function in the organization.

· Every person is assigned to one domain.
· Domains can contain other domains.

Subdomains!

Examples:
Marketing,
Engineering,
Sales,
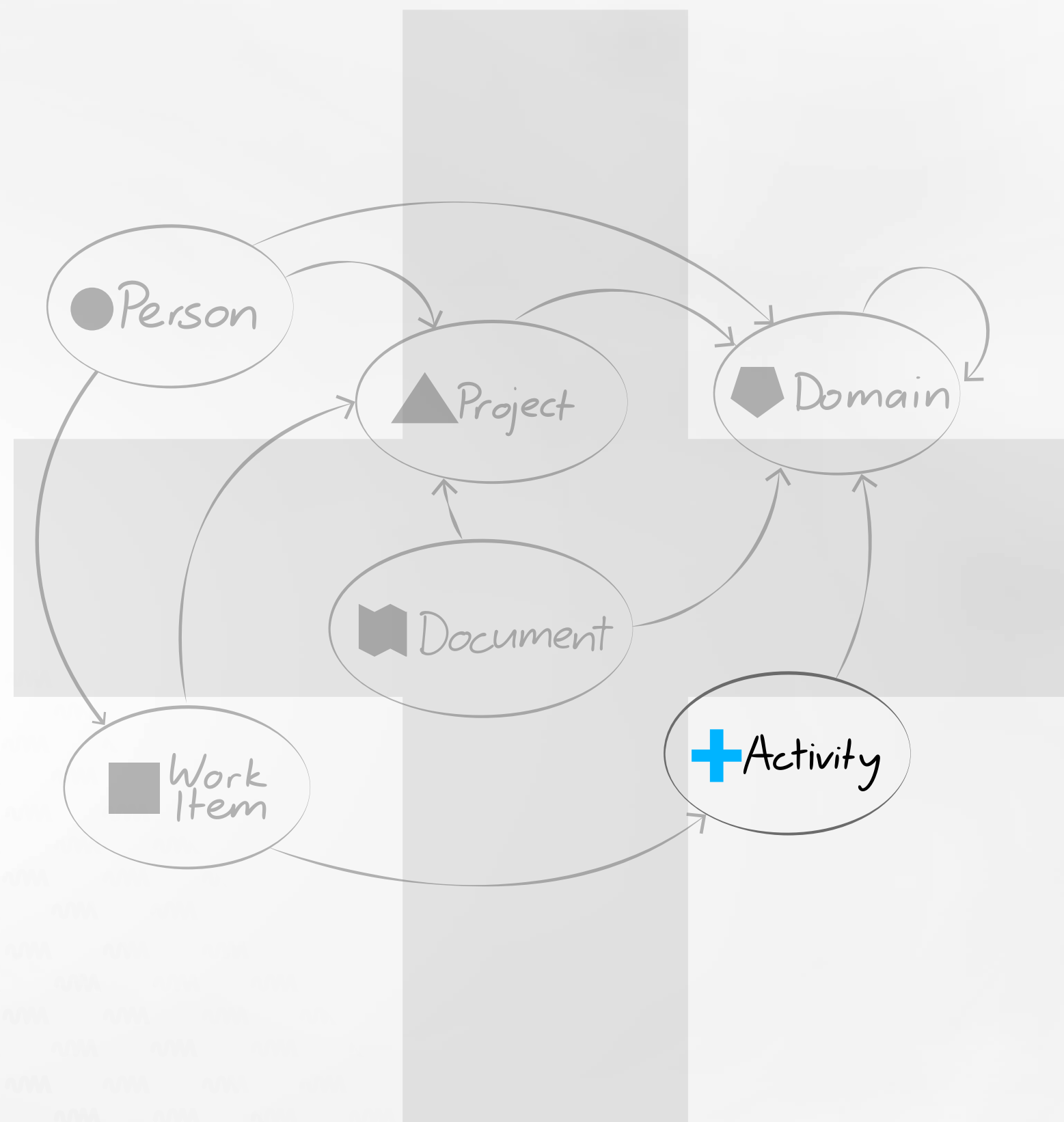*...*

_Luis Hurtado

keep reading

Project

A significant, organized effort to achieve a specific goal.

· There are several types of projects.
· Each one has its properties and behaviors.

Examples:
Release 1.0.0,
AI Transcriptions Feature,
Florida's August Campaign,
...

_Luis Hurtado

keep reading

Activity
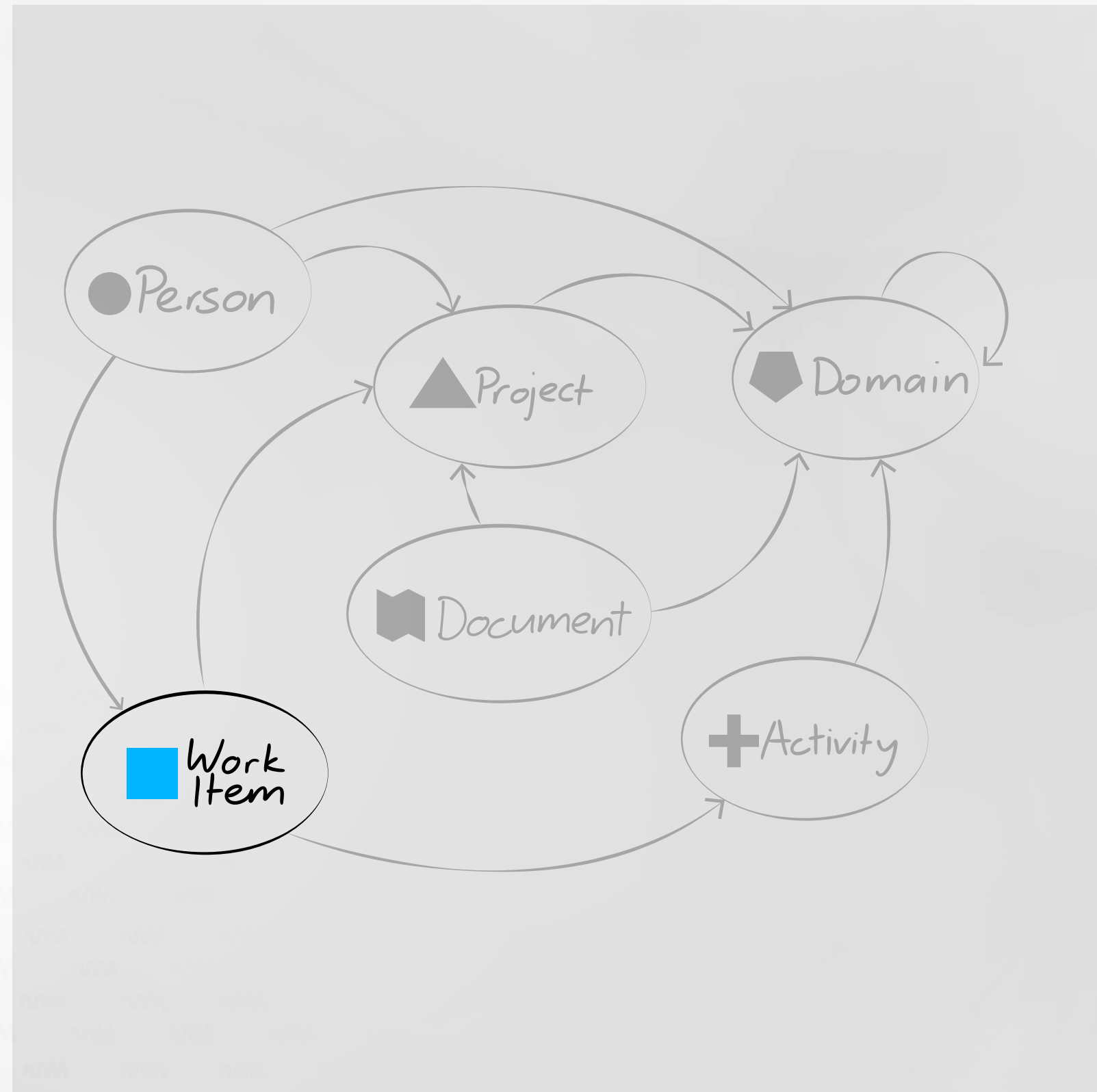
A specific action or task that contributes to the continued operations of a Domain.

· Requires a defined frequency.
  * Daily,
  * Weekly,
  * Monthly,...

Examples:
*Retrospective Session **(monthly)**,*
*Code Base Maintenance **(weekly)**,*
*or Check Customer Support Tickets **(daily)**,*
...

_Luis Hurtado

keep reading

Work Item

A discrete effort that must be completed for a Project or Activity.
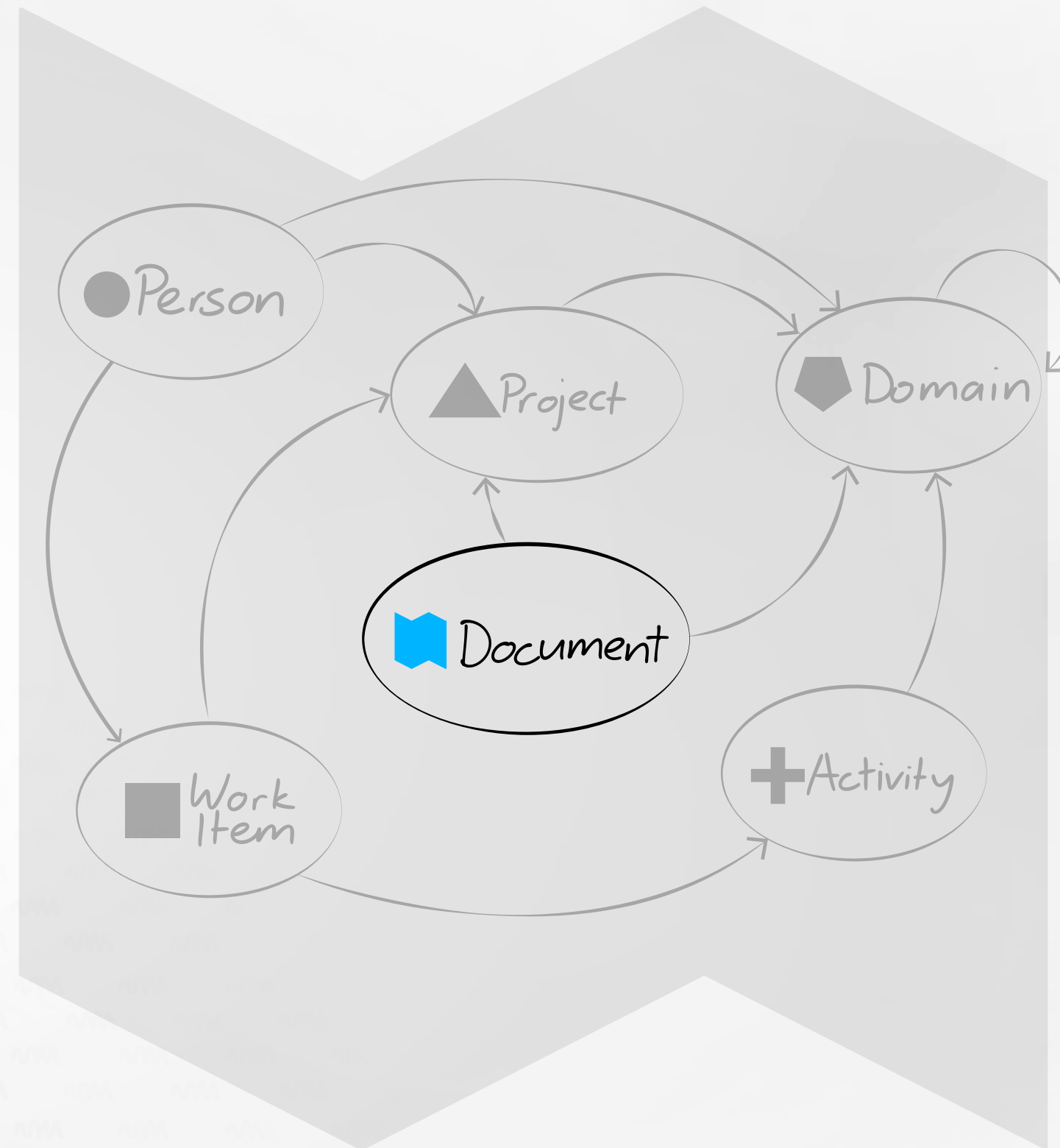
- Work items could be card-represented on a board.
- Usually, they take a short time

At kommit, we recommend a maximum of 4 hours

Examples:
Review Pull Requests,
Update the Onboarding Document,
Design Social Media Image for the Jan 15 Post,
...

Person *Project* *Domain* *Document* **Work Item** *Activity*

keep reading

_Luis Hurtado

Document

A recorded or written representation of information, data, communication, or knowledge.

- It must have a meaningful title.
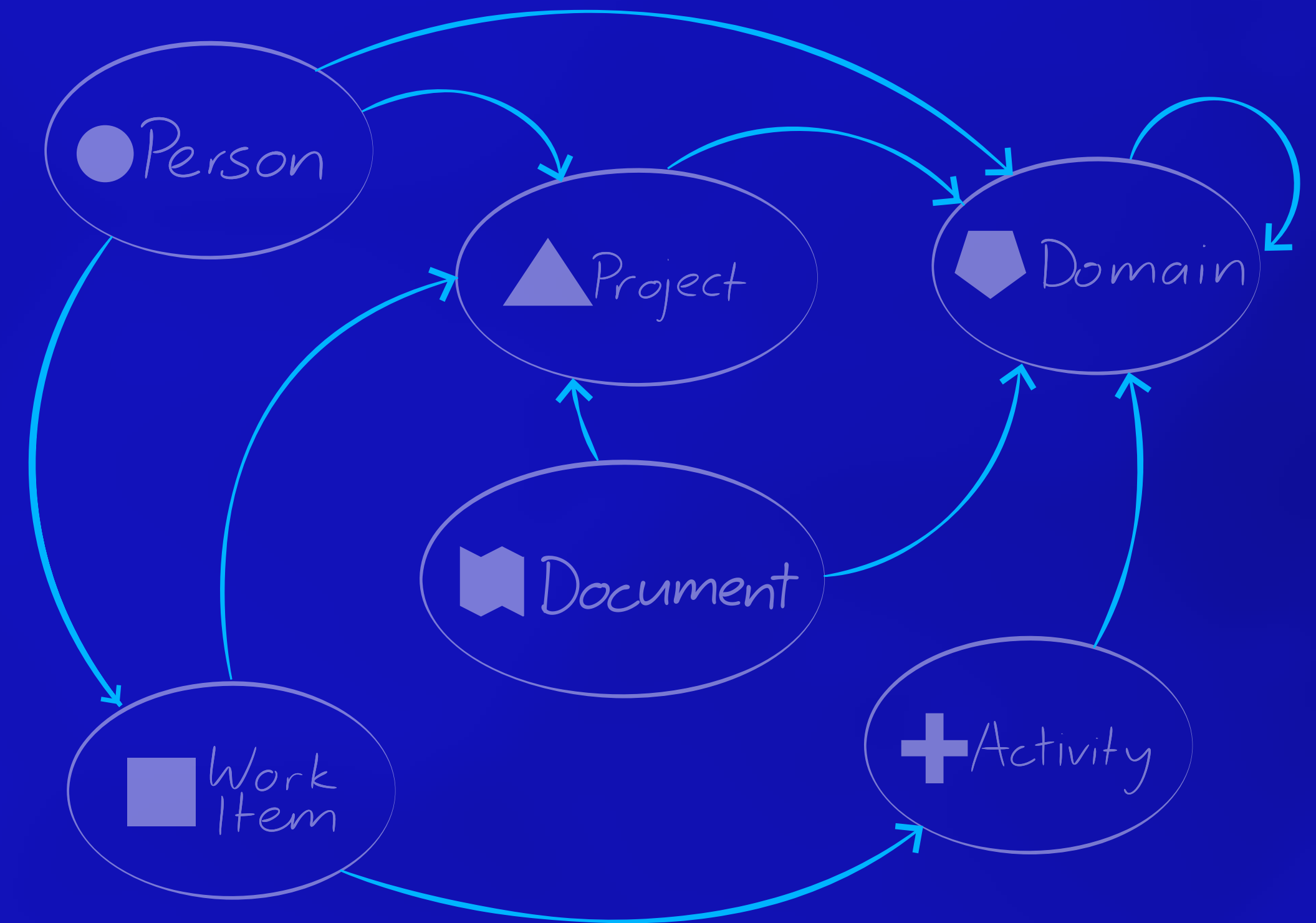- It must have a status.

→ In progress,
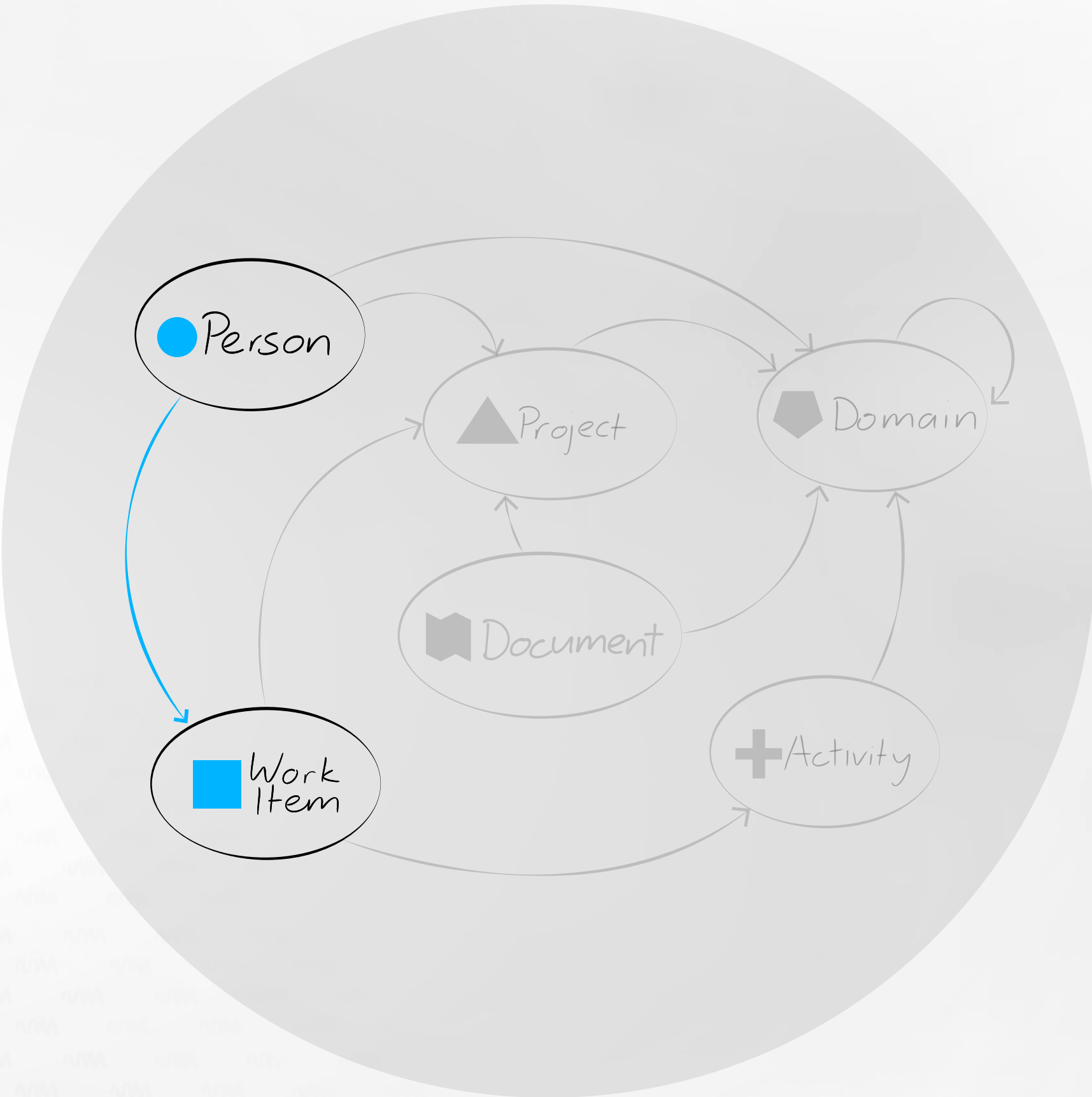→ Done,
→ Archived.

Examples:
Checklist to Set Up a New Code Repository,
How to Release an Open-Source Project,
Guide for 1:1 Sessions,

...

kommit _Luis Hurtado

keep reading

Interactions

Define how the Core Elements are related.

keep reading

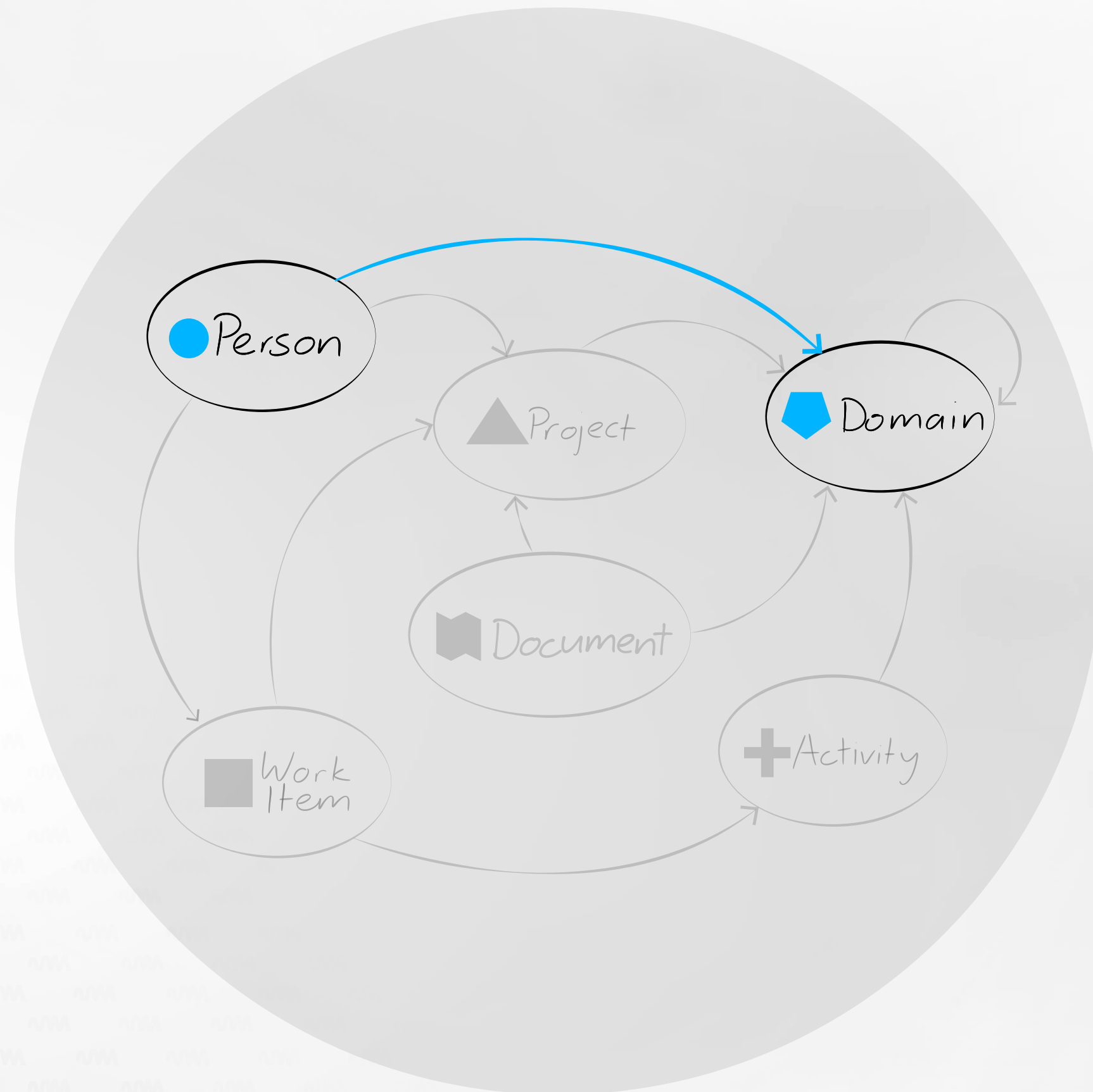# Person → Work Item
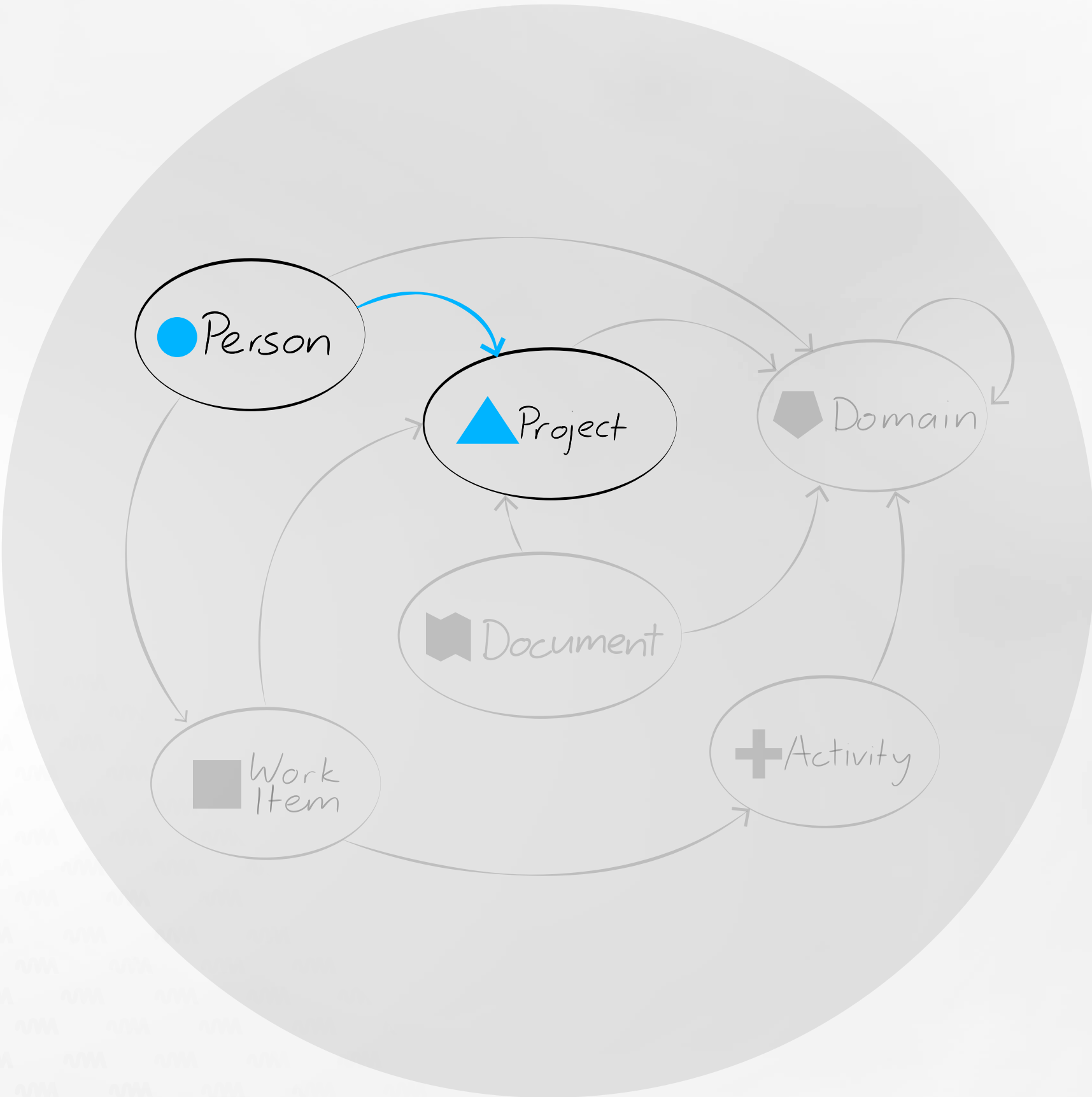
People are responsible for completing work items.
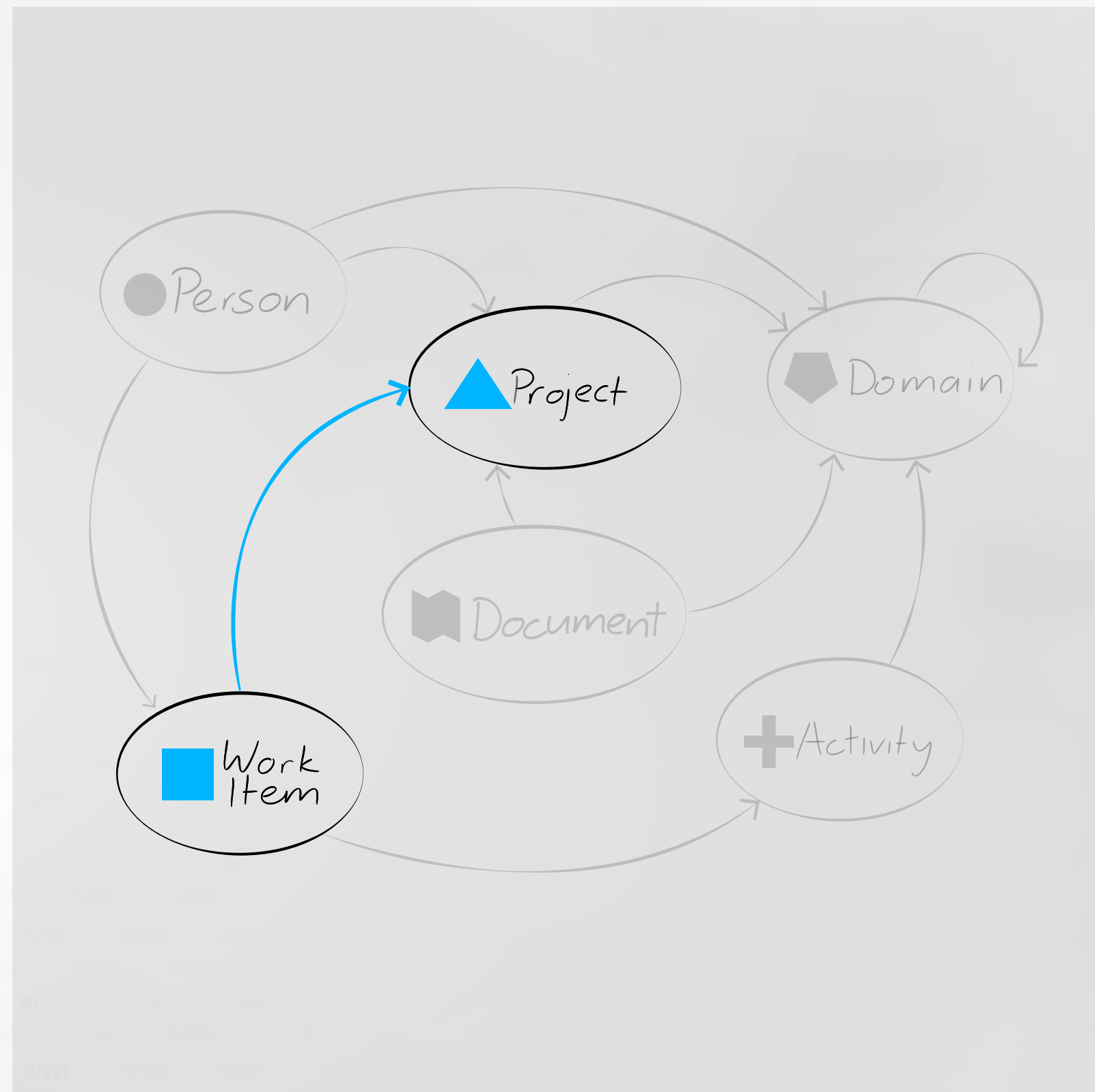
1 or more people can collaborate on the same work item.

konmit _Luis Hurtado

keep reading

Person → Domain

Every person belongs to a domain
and contributes to their operations.

_Luis Hurtado

keep
reading

Person ➜ Project

People are assigned to and responsible for the execution of projects.

_Luis Hurtado

keep reading

Work Item ➔ Project

Work items push forward the execution
of a project.

↑ project = many work items

_Luis Hurtado

Keep
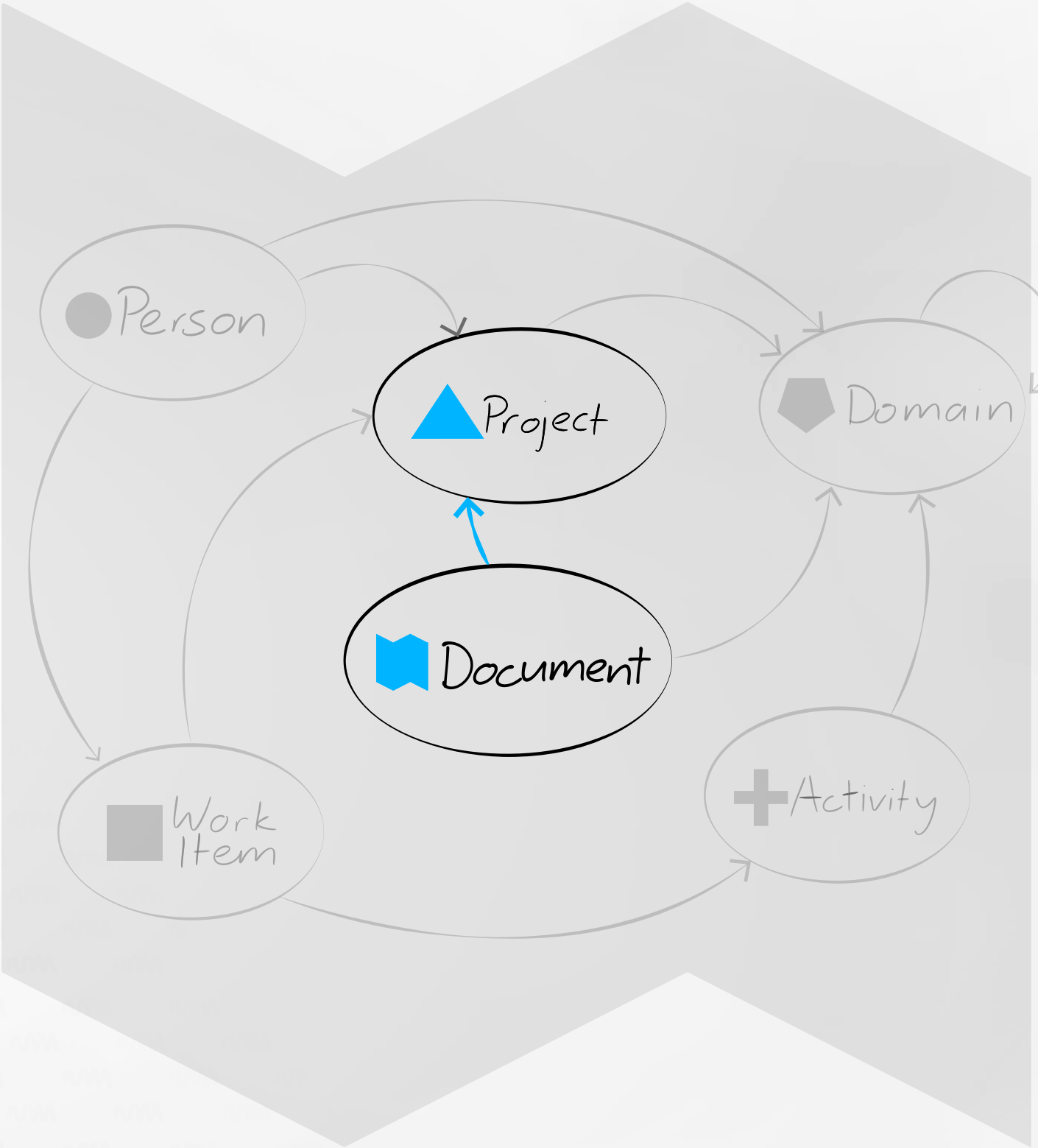reading
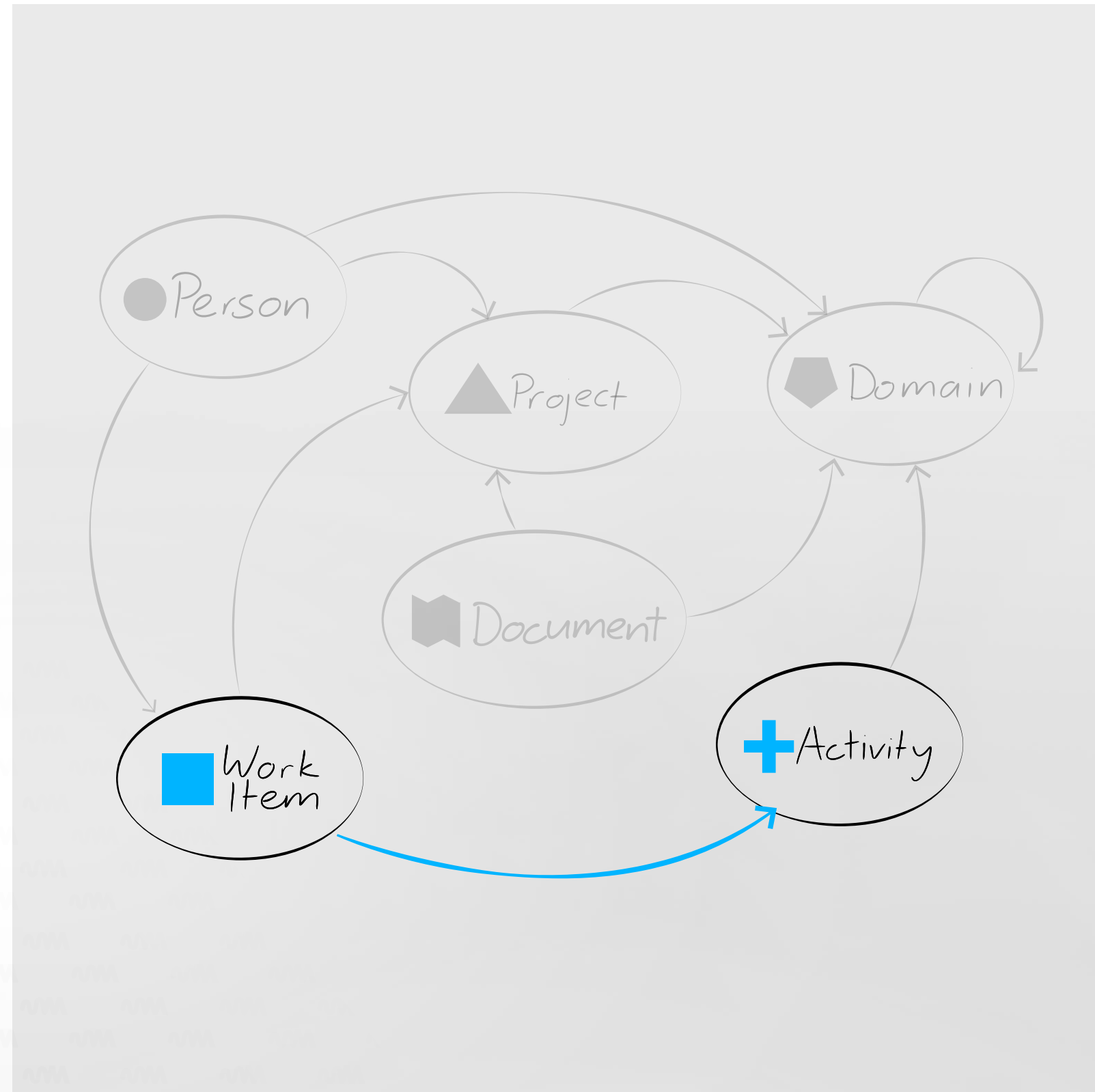
Work Item ➜ Activity

The execution of an activity could require several Work Items.

A long activity = many work items
a short activity = no work items

_Luis Hurtado

keep reading

Document ➜ Project

Some documents are associated with a project.

↘ * Drafts
* guides
* Outcomes...

_Luis Hurtado

keep reading →
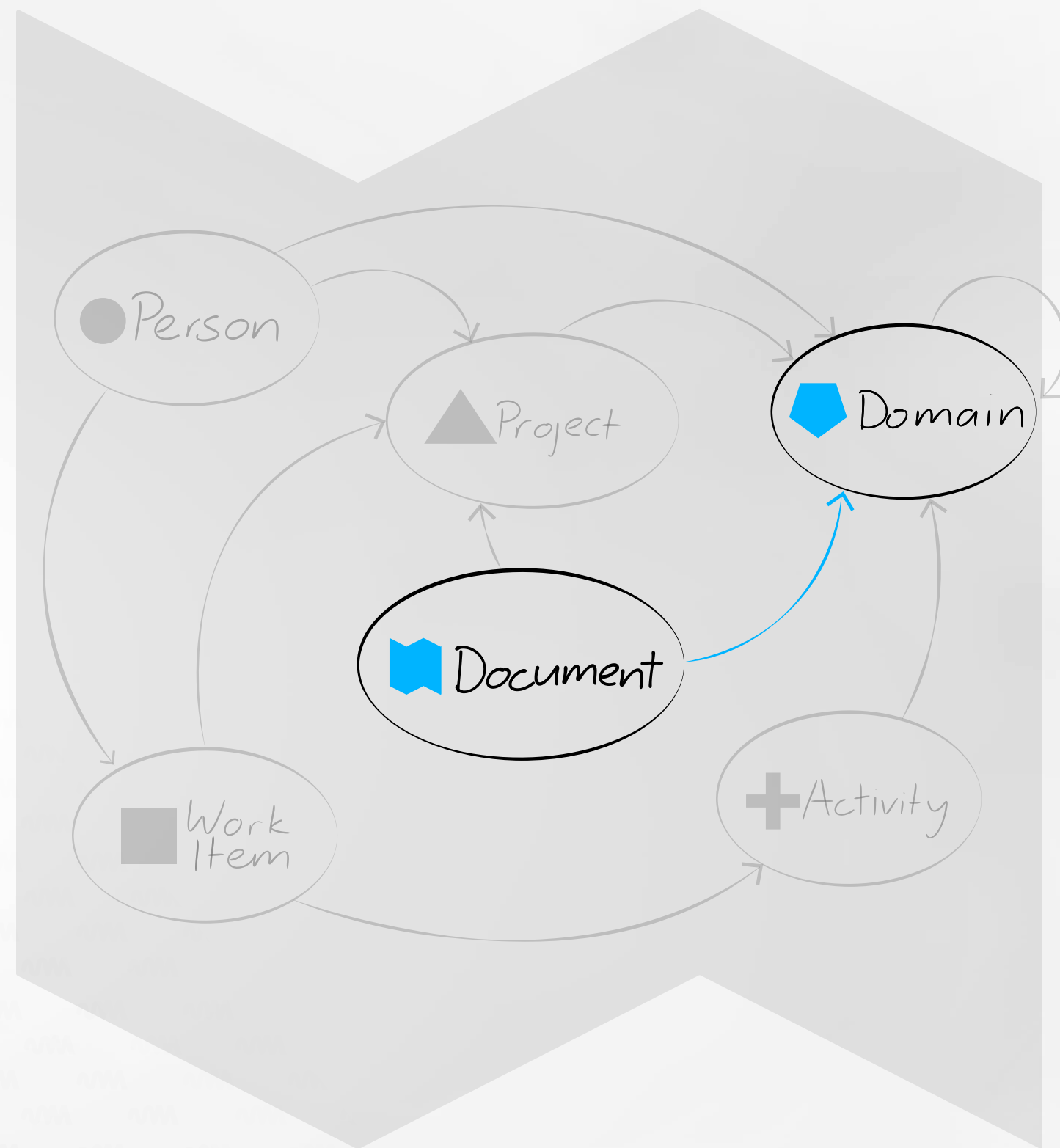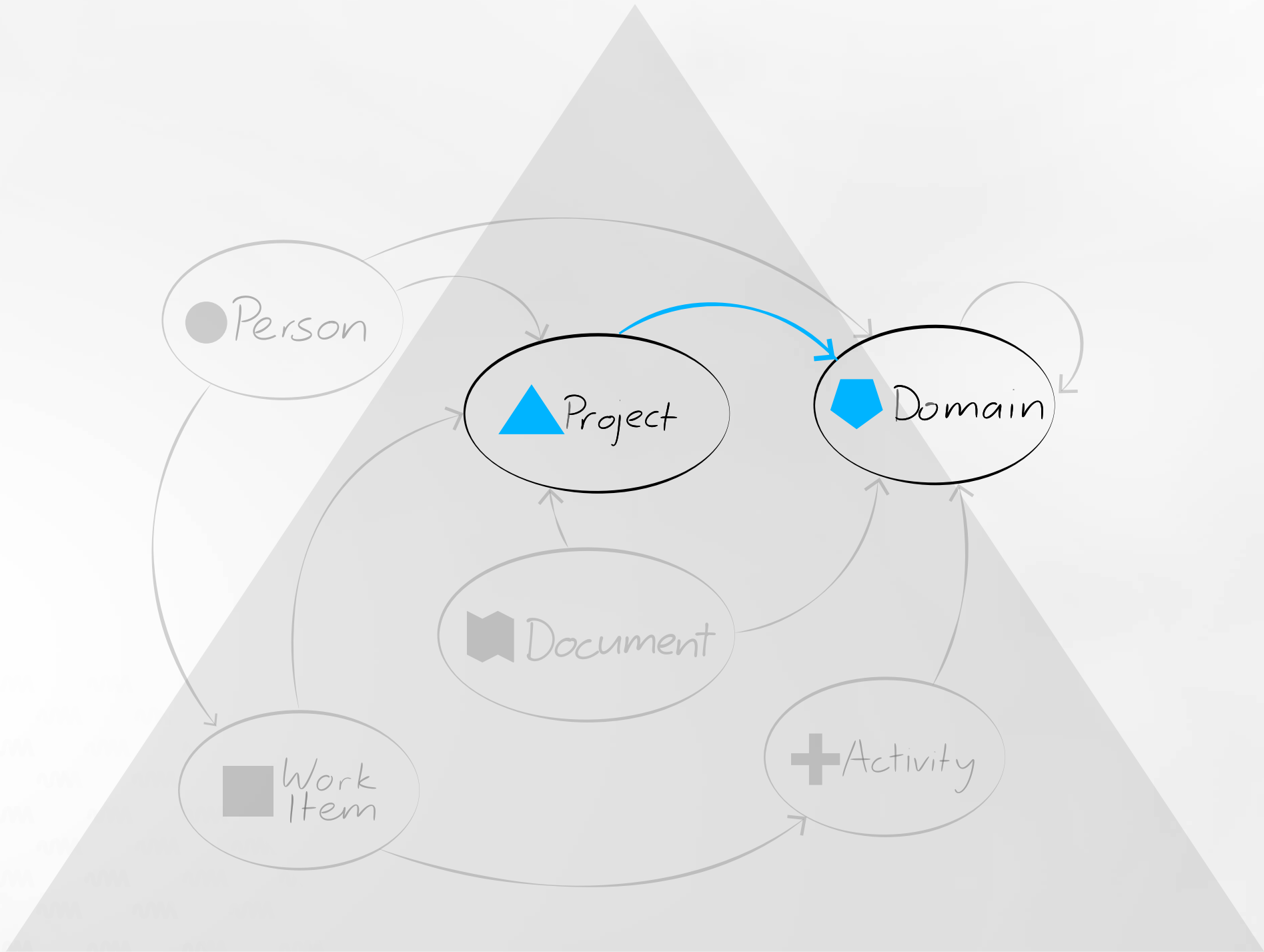
Document → Domain

Documents must be associated with a Domain.

Guides for domain activities, resources, databases,...

_Luis Hurtado

KEEP reading

Project → Domain

Projects belong to domains.

They must be aligned with the company's OKRs/KPIs.

_Luis Hurtado

keep reading
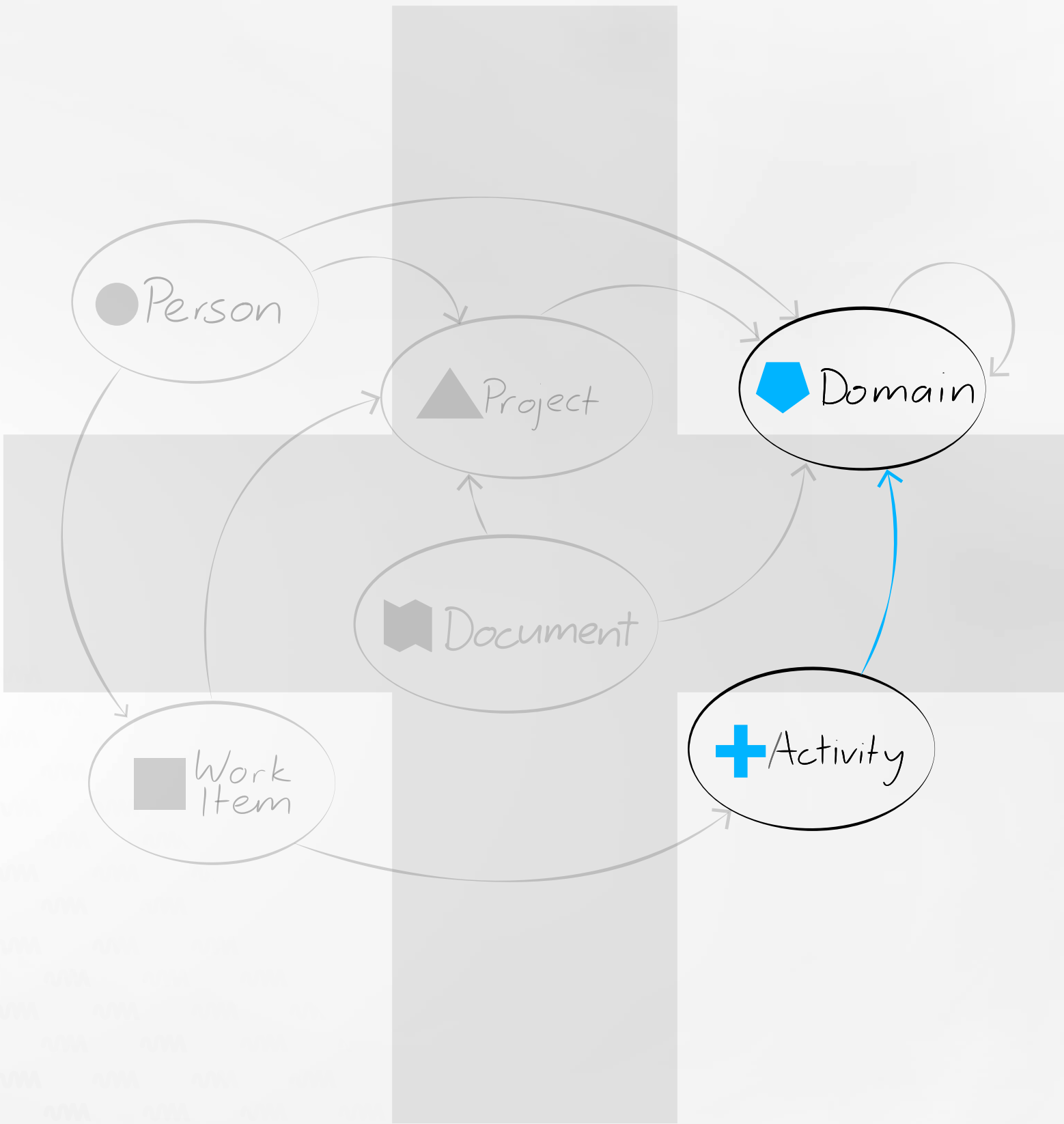
Activity → Domain

Activities belong to domains.

They support the domain's continued operation.

_Luis Hurtado
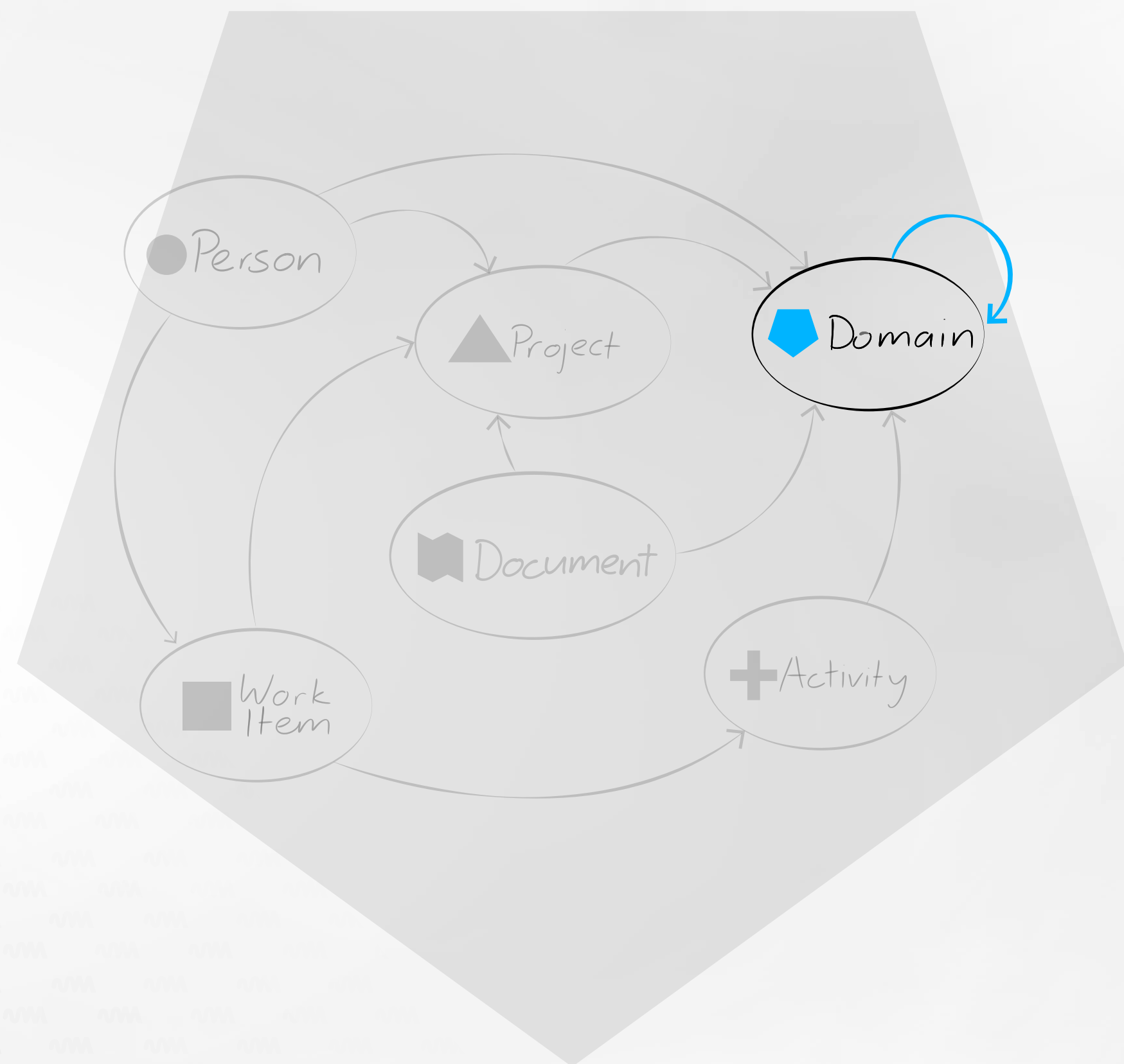
keep reading

Domain → Domain

Domains could contain other Domains (Subdomains) with specific functions.

Engineering

Research

Open Source Program Office

Marketing

Blog and website

Social Media

Keep reading

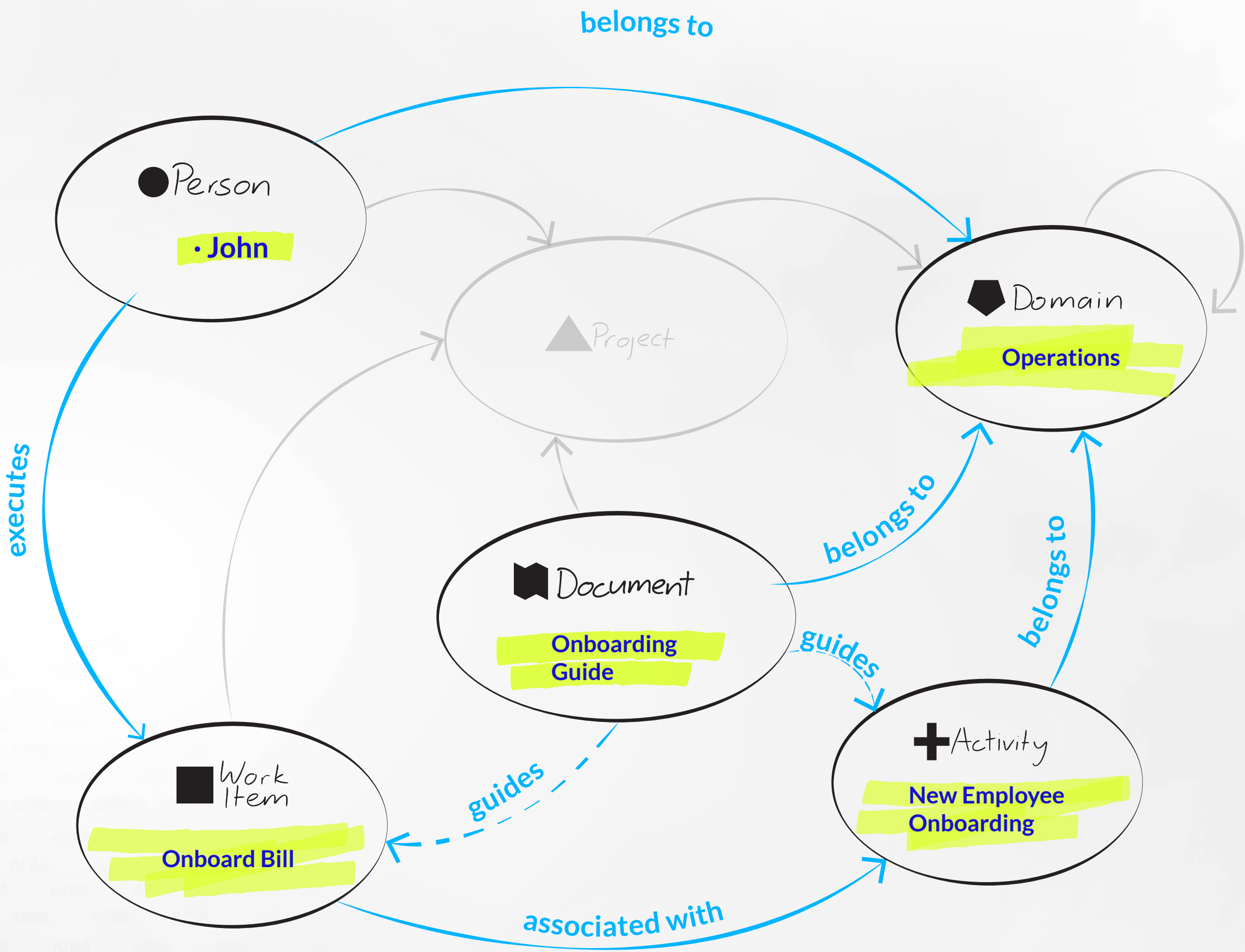_Luis Hurtado
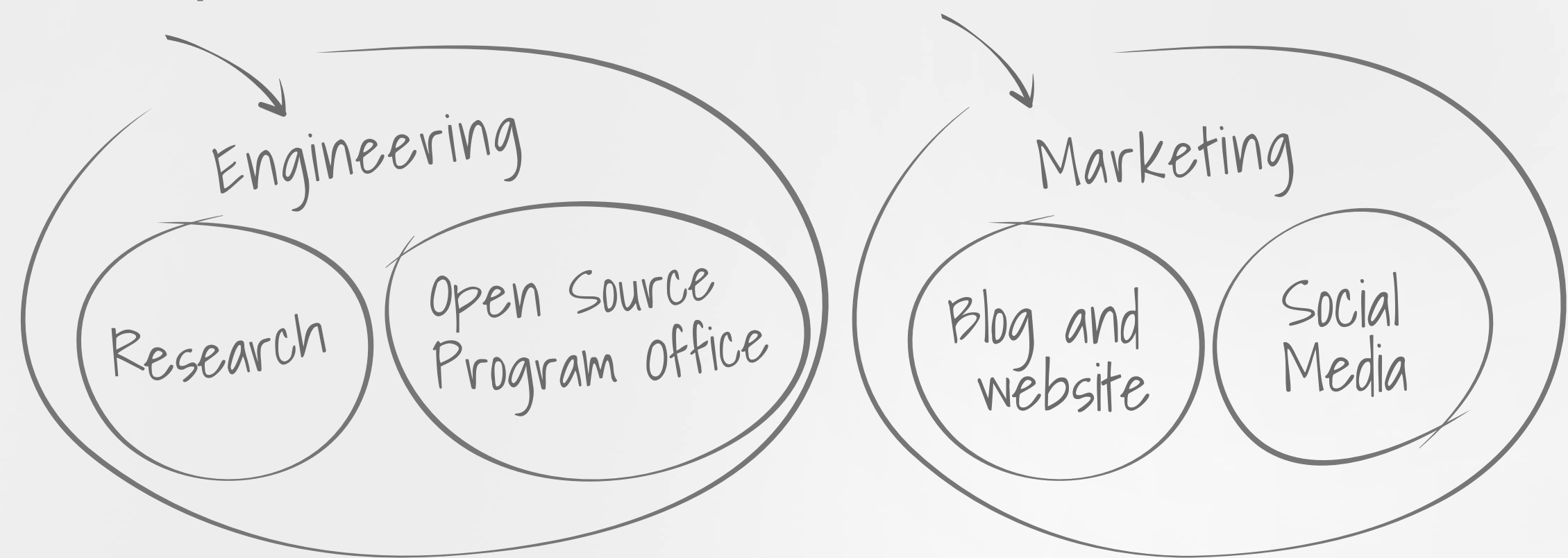
Use cases

Let's review 3 examples.

1. Onboarding of an employee.
2. Development of a new product.
3. Maintenance of a system.
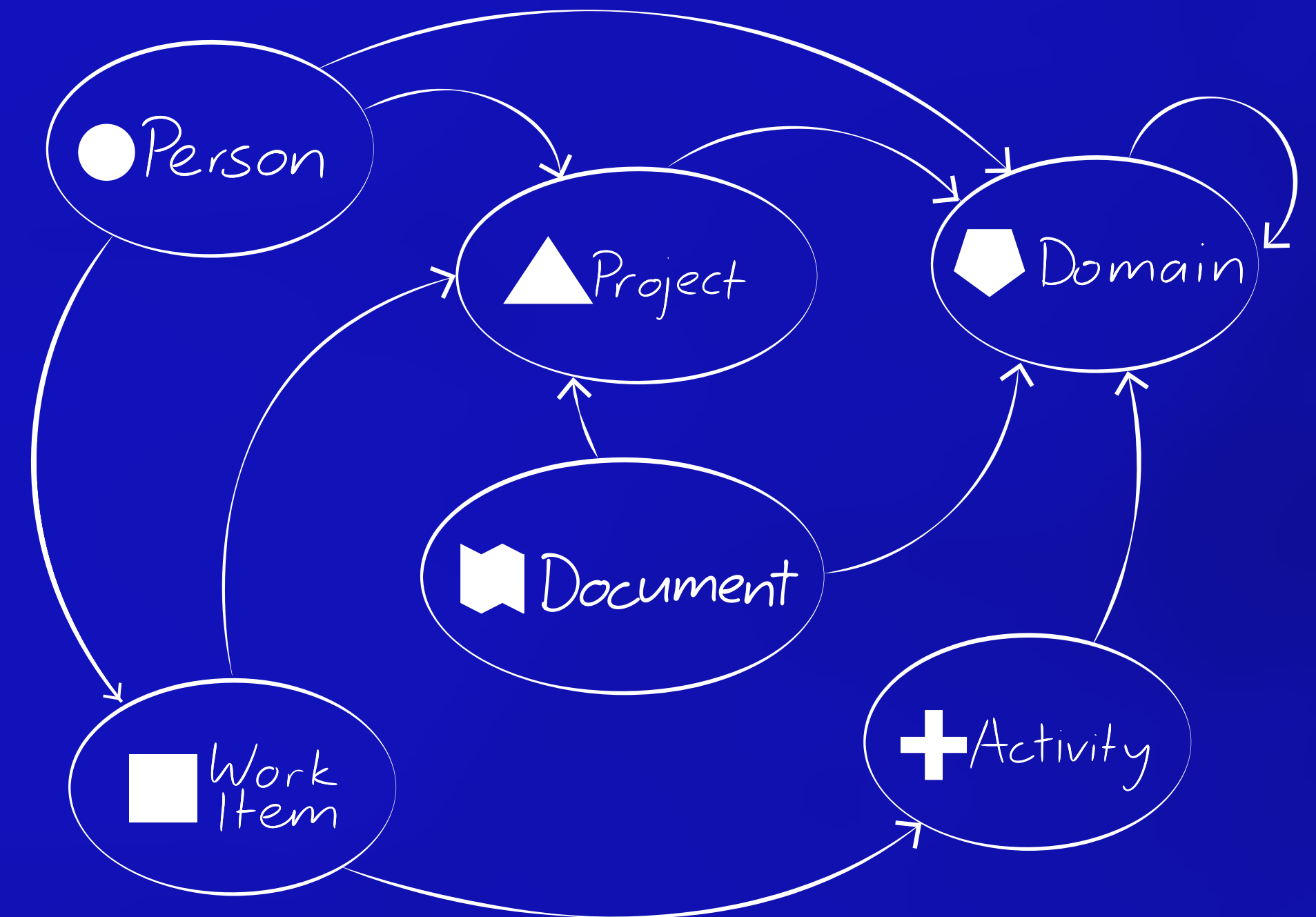
keep reading

1. Onboarding of an employee.

Imagine you're onboarding an employee: Bill.

1. John from Operations is in charge of onboarding Bill.

2. To do so, John executes an **Activity**: "New Employee Onboarding."

3. John creates a new **Work Item** associated with the **Activity**: "Onboard Bill."

4. There is a **Document** that belongs to the **Domain**: "Onboarding Guide."

5. To execute the **Work Item**, he follows the instructions in the **Document**.

konmit _Luis Hurtado

keep reading

2. Development of a new product.

Imagine you will develop a new product.

1. Matt from **Innovation** is the project manager responsible for it.

2. Bill from **Innovation** is the team member who will assist Matt.

3. Matt creates a **Project:** "**Development of XYZ Product.**"

4. Bill creates a **Work Item** to push the **Project** forward: "Select users for the first market test."

5. There is a **Document** that belongs to the **Domain:** "Market Tests Guide."

6. To execute the **Work Item**, Bill follows the instructions in the **Document**.

belongs to

● Person
· Matt
· Bill

manager of

responsible for

executes

push forward

▲ Project
Development of XYZ Product

belongs to

⬠ Domain
Innovation

📖 Document
Market Tests Guide

belongs to

guides

■ Work Item
Select users for the first market test

✚ Activity

konmit _Luis Hurtado

keep reading
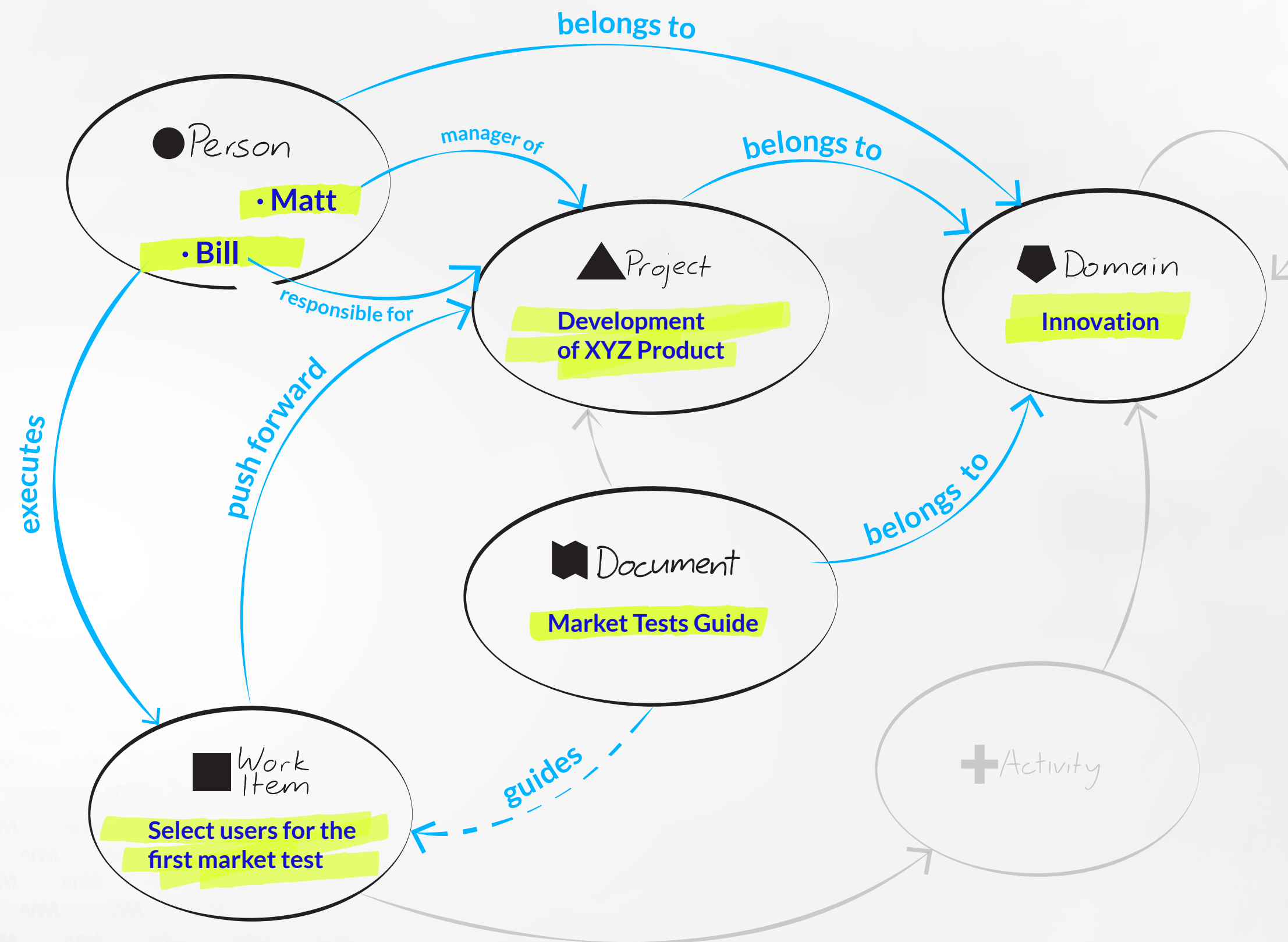
3. Maintenance of a system.

Let's consider an app maintenance case. Imagine you have a new customer support ticket: users can't enter their billing address.

1. Tom from Engineering is responsible for fixing it.

2. To do so, he executes an **Activity**: "Review Customer Support Request."

3. Tom creates a new Work Item for the Activity: "Fix billing address entry. CASE#0000."

4. There is a **Document** that belongs to the **Domain**: "Customer Support Tickets Database."

5. While executing the **Work Item**, he updates the information in the **Document**.
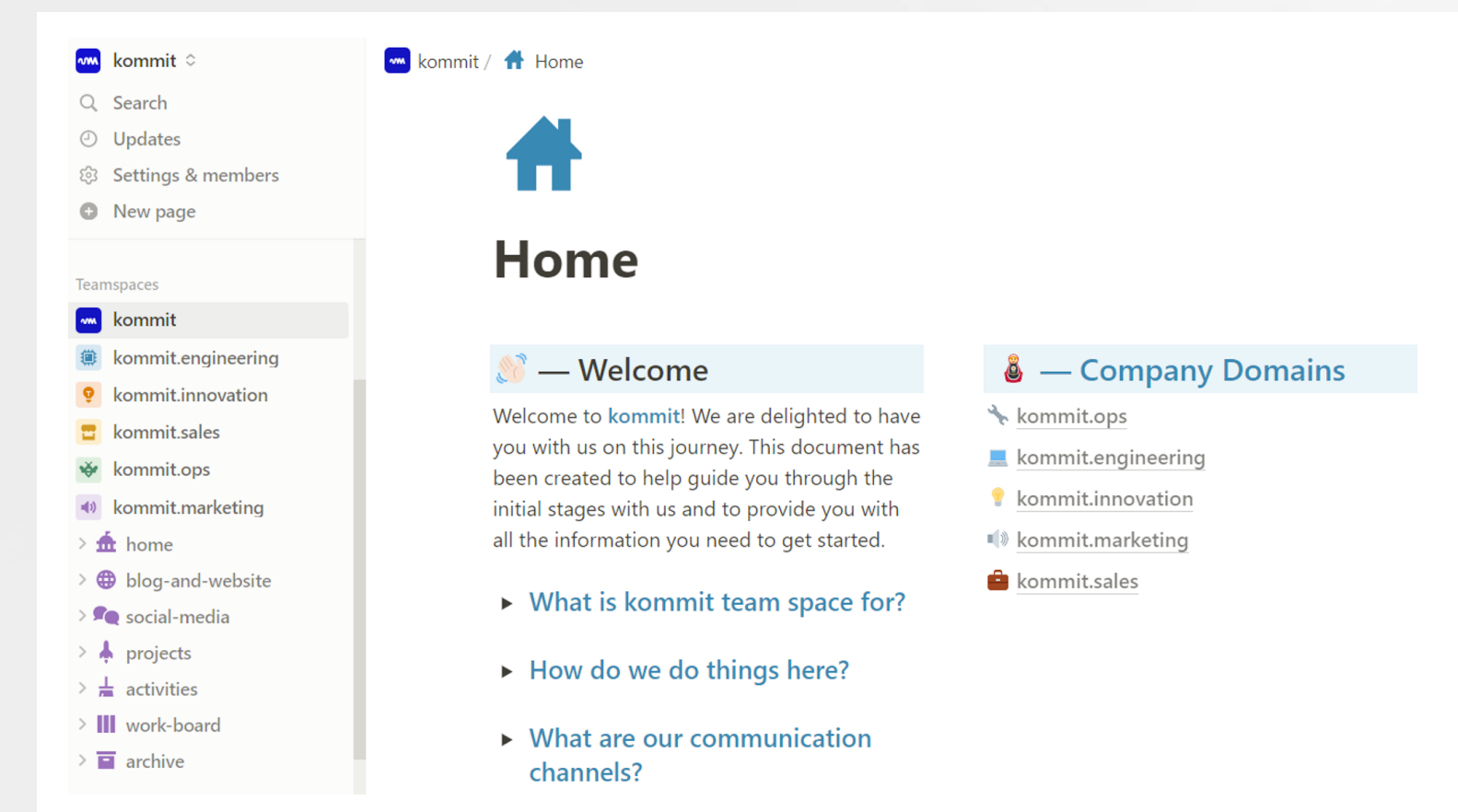
kommit _Luis Hurtado

Keep reading
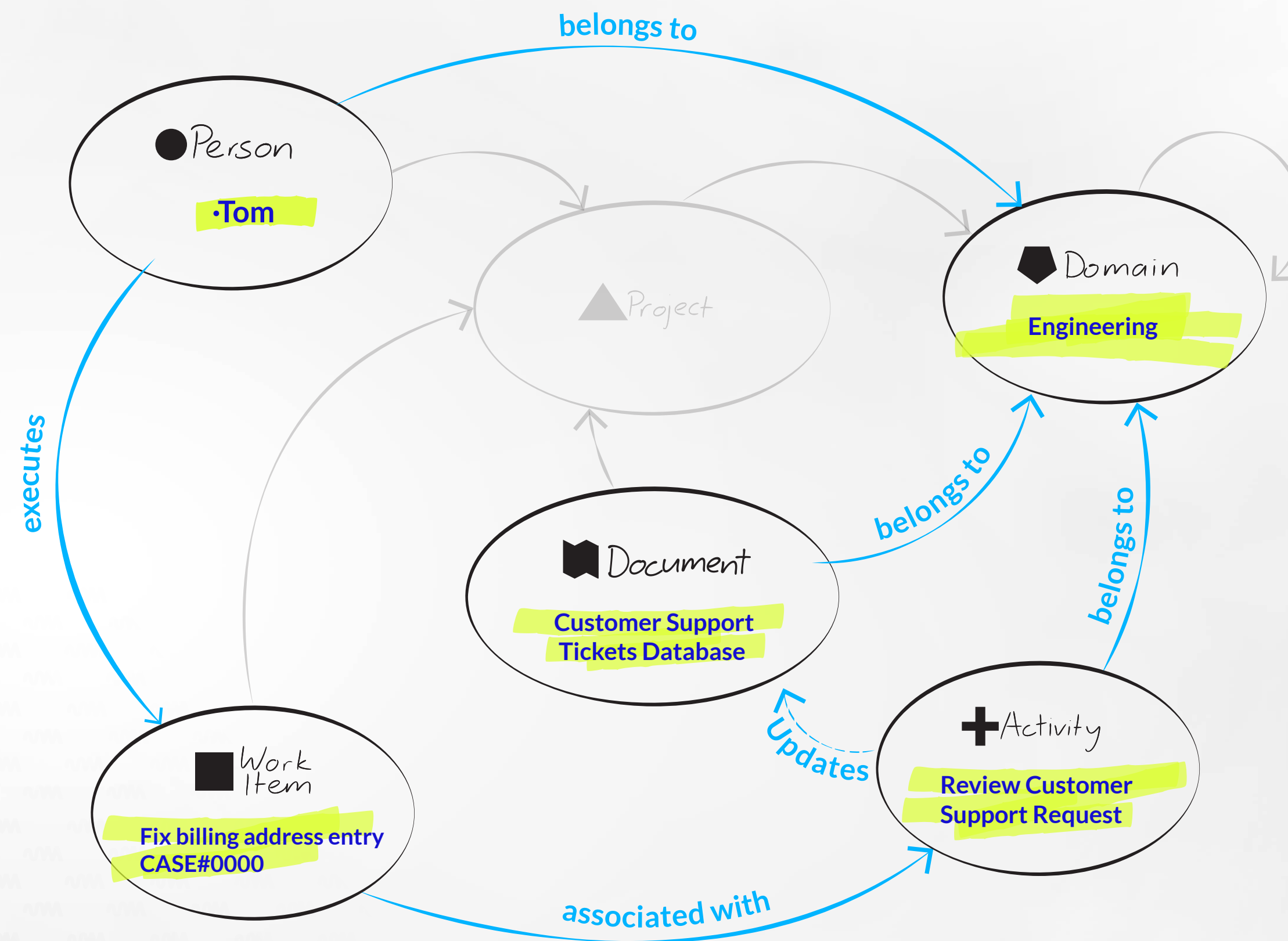
Tech stack

The kommitOS is platform-agnostic.

· At kommit, we implemented it in Notion and Google Workspace. However, we could have used different platforms, such as:

Each domain (Teamspace) has its subdomains, projects, activities, work items, and people who belong to them.

This is just a glimpse of how the kommitOS is organized in our Notion workspace; in future issues, I'll dive into it.

konmit _Luis Hurtado

Stay tuned

"For every minute spent organizing, an hour is earned."

- Benjamin Franklin

The kommitOS has been the game-changer in running our operations. → *Organized, effectively and efficiently.*

▶ Any questions about our Operating System?

✉ luis@kommit.co

in linkedin.com/in/real-luis-hurtado

kommit