

Joy Gerhard

Hyper-Processing Model 27 (HPM27)

User Manual for Employers

Revised 9/20/24



You're about to start working with your first Joy! This user guide will ensure proper operational knowledge and maintenance so that Joy will be efficient, reliable, and lightning-fast for years to come.

Read on to learn how to get the most out of your newest employee!

CONTENTS

Joy HPM27 is not a typical employee. Or person. But with this user guide, you'll understand how these differences are what make them so effective in the workplace.

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DISCLAIMER

- 1.1 This document includes, but is not limited to, representative elements of Joy HPM27's operation and maintenance.
- 1.2 While the information in this manual is presented with a certain amount of humor, it is in fact essential information that should be seriously considered as you interact with Joy HPM27, aka Joy Gerhard the human.
- 1.3 This document is subject to revision.



GETTING TO KNOW JOY HPM27

This model of Joy is Hyper-Processing Model 2024 (HPM27) and, as such, is unlike most employees. Experience operating other employees won't translate into immediate understanding of Joy HPM27's operation. Lucky for you, you've got a user manual to guide you through getting them up and running!

Characteristics

Understanding Joy HPM27's characteristics will help you know how to interact with them as effectively as possible. The infographic in Figure 1 below depicts Joy HPM27's main motivators, personality traits, strengths, core values, and key differences from other employees.

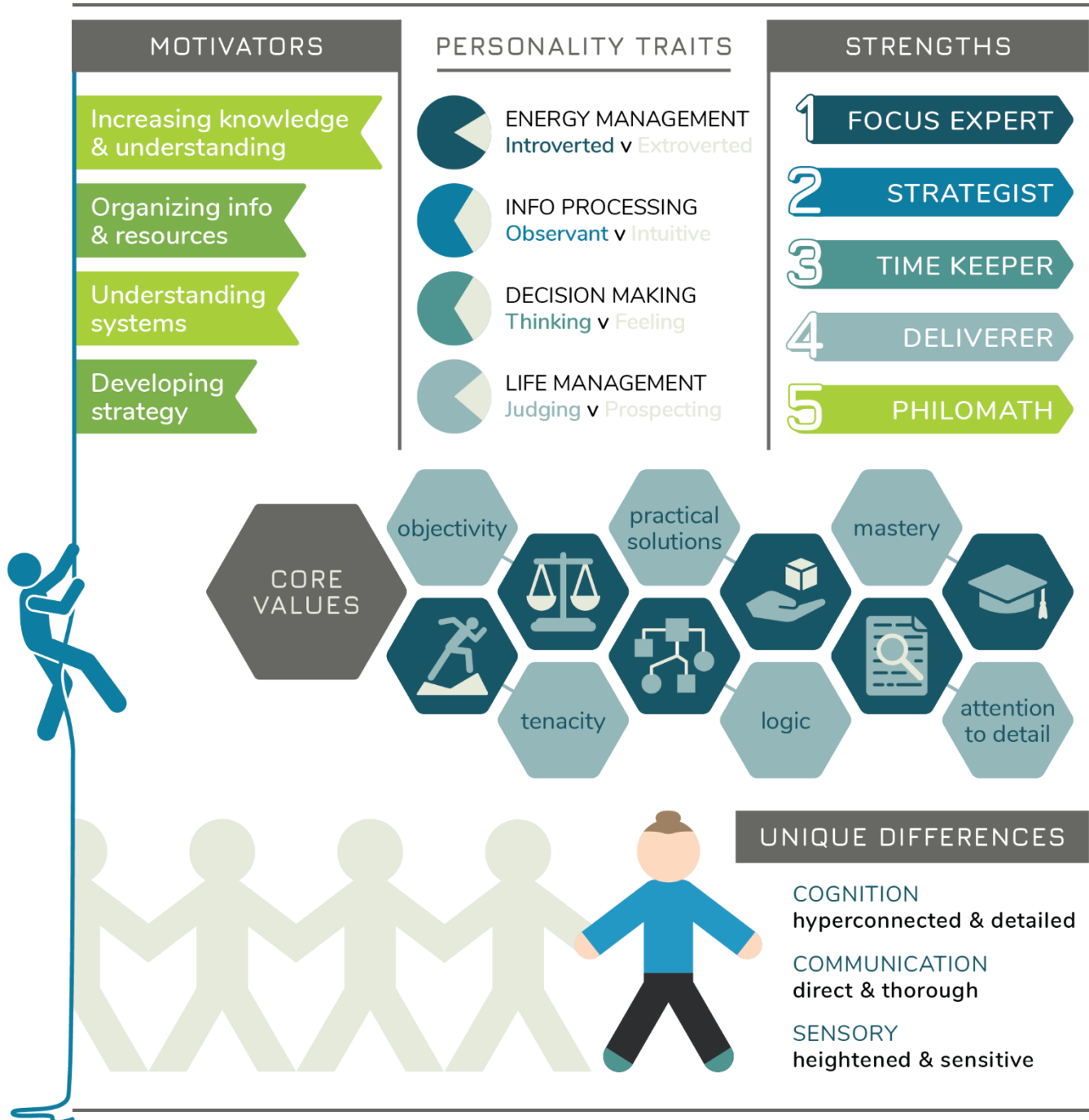


Figure 1

Components

Operating System

Joy HPM27's operating system has a unique combination of characteristics and features, which are depicted in Figure 2 below. And yes, their curiosity does in fact live in their bun.

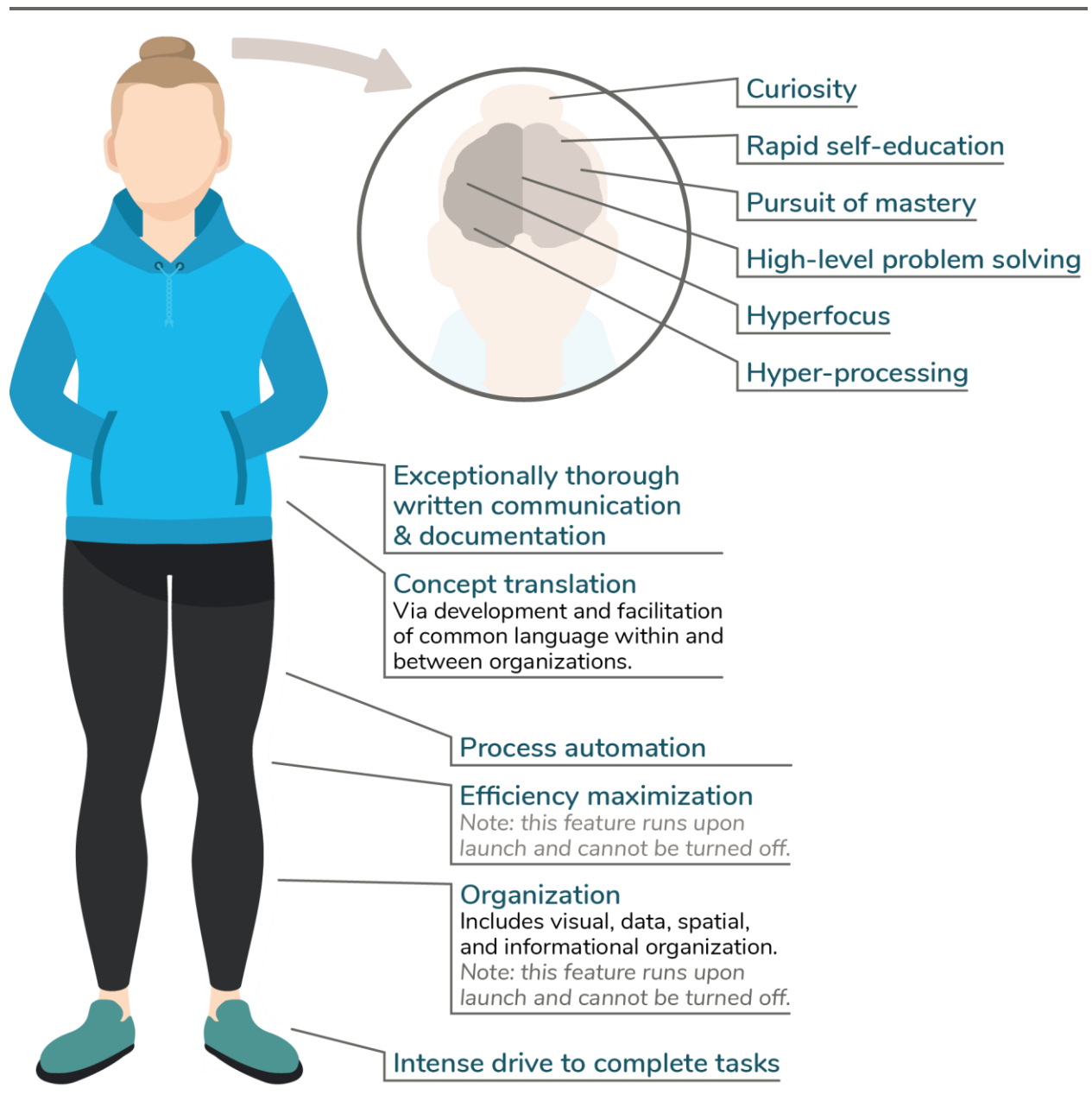


Figure 2

Programs

The following are standard programs that Joy HPM27 can run via their operating system.

- Document design
- Infographics
- Iconography
- Signage
- Flow charts
- Spreadsheet design
- Data management
- Data presentation & statistics

Non-Standard Features & Upgrades

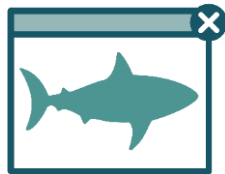
In their work history, Joy HPM27 has installed a variety of programs including:

- Biology, physics, chemistry, oceanography, fisheries
- Website design, website development
- New business start-up
- Small business & non-profit operations

These features are not currently available in Joy HPM27. However, all these features impact the way Joy HPM27 sees the world, processes information, makes decisions, and solves problems. Information from these older versions inform how Joy HPM27 functions in the workplace now.

Joy HPM27 does have limitations and can become bogged down if too many programs are running simultaneously. To ensure Joy HPM27 functions effectively, it is strongly recommended that you only run the programs that are currently installed.

Additional programs can be installed and/or upgraded for an additional cost.



Joy HPM27 has frequent marine-related pop-ups that can be left open (for your edification) or closed (resulting in a minor system glitch) – a feature, not a bug.



INSTALLATION AND SET-UP

You're new to Joy HPM27, and they are also new to you. Some of the commands you give Joy HPM27 will be executable immediately upon employment. Other commands may require some code modifications as they learn what you expect of them.

To manage their workload, Joy HPM27 constantly runs learning macros to enhance their existing knowledge base. These learning macros include:

- Visual learning
- Kinesthetic learning
- Rapid skimming
 - Joy HPM27 conducts research by searching for an answer to a specific question, and using those results to further refine their search – rinse, repeat – until they find an answer.
 - Joy HPM27's ability to google is unmatched in speed, thoroughness, and accuracy. If they don't have the required knowledge, they acquire it before the user notices the knowledge was missing.



Joy HPM27's ability to google is unmatched in speed, thoroughness, and accuracy.

- Applied learning
 - Joy HPM27 retains the most information when they are able to immediately apply new knowledge.
- Extensive notetaking and documentation for their own internal use

Some learning macros are **not** compatible with Joy HPM27. These include:

- Learning from others via lecture-based instructional training
 - Joy HPM27 acknowledges that they do need to learn from others; the most efficient way for them to do so is by observing others and asking questions.
- Theoretical learning (i.e. learning without having a task to immediately apply said learning to)



OPERATION

Operating Parameters

Joy HPM27 is capable of extremely high performance if operated within the following functioning parameters:

- Working remotely
- Autonomy
 - Because of Joy HPM27's capacity to work at hyper-speed, they will overheat if forced to reduce their speed to align with the pace of other employee models.
- Discrete, project-based tasks
- Salaried
- Flexible hours
 - Joy HPM27's performance peaks in the second half of the day and into the evening.
Reminder: see Operation | Operating Parameters | Working remotely
- Access to support
 - To tackle a project thoroughly and expertly, Joy HPM27 needs to work independently while also having access to team members who can provide input as needed.
- Ability to complete projects

Joy HPM27's performance is also contingent on the following environmental parameters:

- Isolation
- Constant music playing
- Warm, indirect lighting
- Warm ambient temperature (>70°F)
- Window to the outside, facing south, west, or southwest
Reminder: see Operation | Operating Parameters | Working remotely



Figure 3

Workflow

Workflow is vital for Joy HPM27's sustained functioning and health. The two columns below compare and contrast the factors that support and obstruct Joy HPM27's workflow.

Factors That Support Joy HPM27's Workflow

- Autonomy to work as fast as possible
- Clearly defined goals
- Clear, unambiguous, consistent instructions & parameters
- Dense employer downloads of all necessary task information when assigned to Joy HPM27
- Rapid responses to Joy HPM27's clarifying questions
- Access to research tools (Google, YouTube, internal docs, manuals, etc.)
- Self-directed task switching

Table 1

What This Feels Like to Joy HPM27

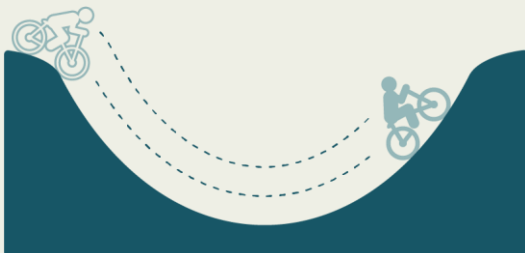


Figure 4

When Joy HPM27 is able to work uninterrupted, with access to all necessary information and tools, they are like a cyclist who is flying down a hill into a valley and is able to conserve all that momentum to coast up the other side of the valley. They can traverse the entire valley with hardly any energy expenditure. The journey is easy, energizing, and exciting.

Factors That Obstruct Joy HPM27's Workflow

- Frequent interruptions
- Unclear or undefined goals
- Unclear, ambiguous, inconsistent instructions & parameters
- Joy HPM27 having to repeatedly request necessary missing information
- Delayed responses to Joy HPM27's clarifying questions
- Closed access to resources which requires dependence on someone else to provide
- Externally enforced task switching

Table 2

What This Feels Like to Joy HPM27



Figure 5

When Joy HPM27's workflow is interrupted, they are like a cyclist who is flying down a hill but encounters a red light at the bottom, and must come to a complete stop. Not only have they lost all the momentum they gained on the descent, they also have to start again from a standstill. The entire ascent up the other side of the valley is a slog, especially compared to what it could have been had the red light not been in the way.

Communication

How Joy HPM27 Relays Information

Joy HPM27 uses the Hit-By-A-Bus™ model of communication and documentation. They are so clear and thorough, that if they were hit by a bus and couldn't answer any follow-up questions or make any clarifications, they have ensured that no information is lost.

Examples of this Hit-By-A-Bus™ model includes:

- Email outlines with numbered lists to facilitate ease of referencing specific points
- Fool-proof spreadsheet organization that allows anyone to navigate the data with ease
- Tracking project tasks in spreadsheets, documenting each line item and project, thereby ensuring that all project details are captured and projects run smoothly



Joy HPM27 uses the Hit-By-A-Bus™ model of communication.

How to Relay Information to Joy HPM27

The following practices help Joy HPM27 understand and take effective action accordingly:

- Direct requests rather than hints
- Verbal communication in a setting where they can take notes
- Written communication, including letters, notes, emails, memos, documents, and texts
- Visual demonstration to explain a process or action

Note: Joy HPM27 is not fluent in facial recognition or body language. It is recommended that communicators avoid relying on these to communicate with Joy HPM27.



CARE & MAINTENANCE

Self-Care

To function at peak capacity, Joy HPM27 runs their own routine maintenance unprompted by employer commands. These routines include:

- Intense daily exercise
- Prolonged exposure to sun and saltwater
- Avoiding high computation early in the day
- Scheduling brain-heavy tasks for later in the day and into the evening

Employer Care

While Joy HPM27 is adept at running their own maintenance, there is some care and/or maintenance that needs employer input. This includes:

- Allowing Joy HPM27 to work remotely
- Responding to Joy HPM27's clarifying questions quickly and completely
 - If Joy HPM27 is asking a question, it is because they've already done their research but are unable to take further action without an answer.



VOIDING YOUR WARRANTY

Properly accommodated and compensated, Joy HPM27 will function reliably and consistently. However, the following use cases will cause them to overheat and burnout prematurely, thereby causing a critical an irreversible system crash:



Using Joy HPM27 in an office environment.



Using Joy HPM27 in a group work environment.



Frequent meetings and/or zoom calls especially with groups engaging in overlapping conversation.



Unclear, incomplete, contradictory communication, especially in response to clarifying questions from Joy HPM27.



Frequent interruptions.



Exposure to inefficiency while preventing or denying Joy HPM27 from executing efficiency-optimizing programming.

- Interaction with inefficiency causes Joy HPM27 to overheat and will result in program shutdown because their longevity is tied to their speed. Working less efficiently comes at an energetic cost.



Expanding Joy HPM27's function to include functions that others are responsible for but which Joy can run faster.

- Joy HPM27 is hyper-processing and, as such, is capable of executing functions at an astonishing speed. However, this comes at an energetic cost; without the necessary support software, their other functions (as well as their longevity) suffer.



Requiring Joy HPM27 to teach others.

- Joy HPM27's ability to execute a function doesn't equate to their ability to teach said function.
-



Requiring Joy HPM27 to work with others, especially in conditions where Joy HPM27's functioning speed is tied to, and possibly limited by, the functioning speed of another.



Requiring Joy HPM27 to deliver verbal explanations, especially repeatedly.



Employing only one hyper-processing employee.

- While Joy HPM27 is capable of running an incredibly high volume of computations, if they are the only one responsible for an entire workload, they will experience a protracted system shutdown unless the workload is appropriate for a single employee, even one that is hyper-processing.



Obstructing Joy HPM27's ability to complete projects.



Tasking Joy HPM27 with recurring and ongoing maintenance functions that do not require them to operate at peak capacity.



Forcing Joy HPM27 into a workflow that is not compatible with their optimal workflow.



Frequent, externally prompted task switching.

- Joy HPM27 is able to switch tasks easily if the switching is self-directed.