

Consul Starter for Windows: Your AI Chief of Staff, A to Z

Download the **Windows** bot at consuldigital.ai (free). Unzip it into a folder named `cos_bot` in your user folder (`C:\Users\you\cos_bot`). Install **Node.js** (nodejs.org, LTS .msi), then reopen any Command Prompt so Node is on your PATH. Work top to bottom, about 30 minutes, no coding. Full detail is in the README inside the folder.

1. Telegram bot (2 min)

In Telegram, open **@BotFather**. Send `/newbot`, name it, get your **token** (`1234567890:AAH...`). Then `/setprivacy`, pick your bot, choose **Disable**.

2. Your group (2 min)

New Telegram group with just you and your bot. Turn on **Topics** in settings, add **Scheduler, Reminders, To-dos**. Make the bot an admin.

3. Setup + save your keys (2 min)

Double-click `1_setup.bat`. If SmartScreen warns, click **More info, Run anyway**. It installs everything and creates your `.env`. Open `.env` in **Notepad**, paste your BotFather token on `TELEGRAM_BOT_TOKEN=`, set your timezone on `TZ=`. *If setup fails on "better-sqlite3" or "node-gyp," install the Visual Studio Build Tools (Desktop development with C++) from visualstudio.microsoft.com, then run `1_setup.bat` again. This is the one common Windows snag.*

4. The brain: MixRoute key (3 min)

Create an account at mixroute.ai, make an **API key**, paste it on `MIXROUTE_API_KEY=`. Set the model on `CLAUDE_MODEL=`: `claude-haiku-4-5` on the free tier (to-dos, reminders), `claude-sonnet-4-6` as your daily driver, `claude-opus-4-8` for heavy planning. *Disclosure: my MixRoute link is an affiliate link; I earn a commission at no cost to you. Any OpenAI-compatible provider also works.*

5. Google Calendar (10 min, the only fiddly part)

At console.cloud.google.com: new project, **Library**, enable **Google Calendar API, OAuth consent screen**, fill it in, then **Publish App** so it says **In production** (skip this and your connection dies every 7 days, the step everyone misses), **Credentials, OAuth client ID**, type **Desktop app, Download JSON**. Rename it `google_credentials.json`, drop it in the `data` folder, then double-click `2_link-google.bat` and approve in the browser.

6. Start it

Double-click `3_start.bat`. In your group, type: *"Remind me to call the dentist tomorrow at 9, and put lunch with Sam on the calendar Friday at noon."* Watch the reminder file and the event land on your real calendar. The window prints your Telegram user id on your first message; paste it on `ALLOWED_USER_ID=` in `.env` and restart so the bot answers only you. Then double-click `4_install-alwayson.bat` to have it start automatically at logon.

Day one: to-dos, timed reminders, calendar create/read/cancel, photo reading. (Voice notes are Mac-only in this version; type on Windows.) **Make it yours:** edit `memory\client_context.md` in Notepad. **The full build and the course:** consuldigital.ai