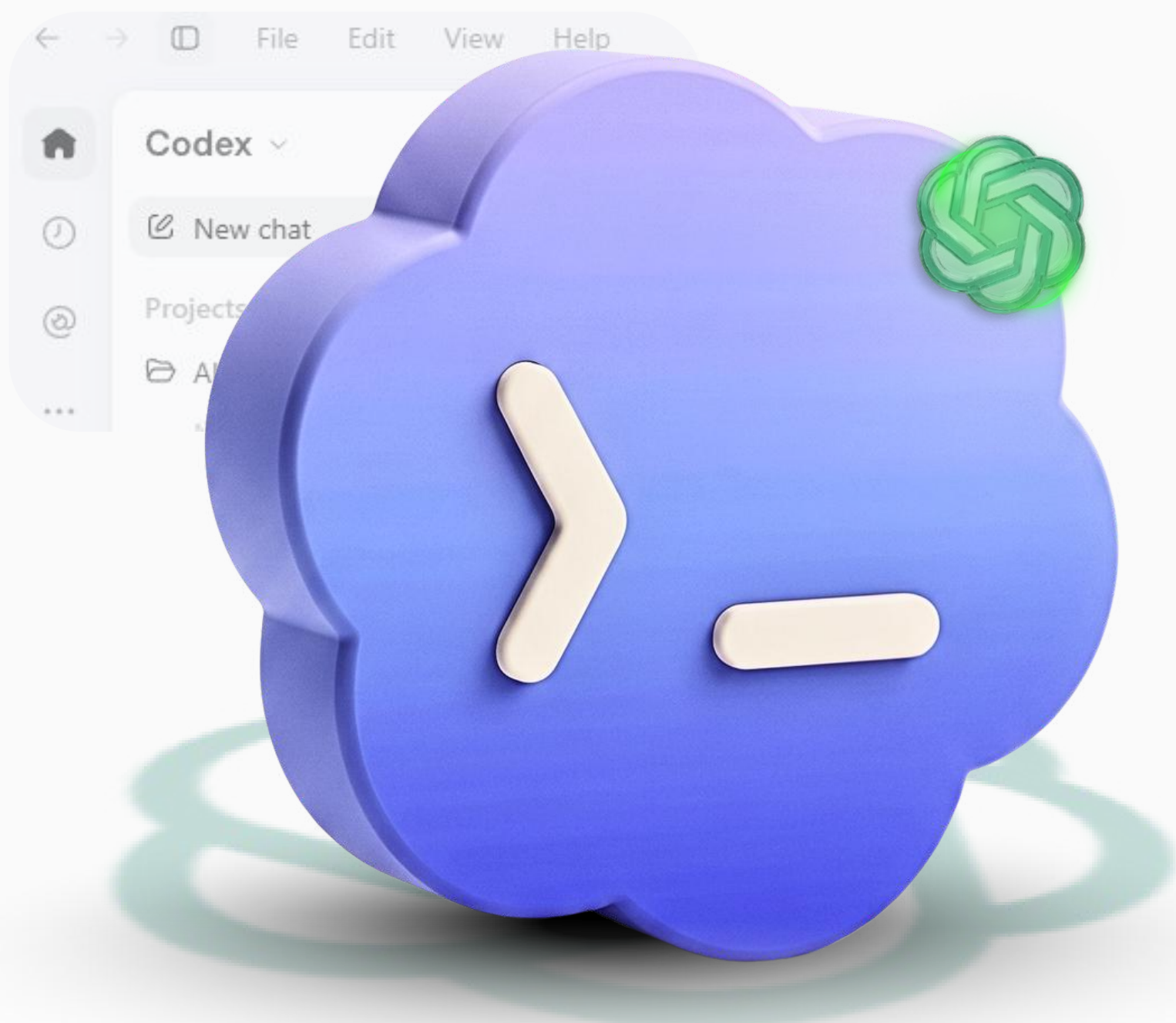




How to Set Up Codex

Work better with ChatGPT





Work Faster With Codex

Codex is OpenAI's coding agent, available through ChatGPT

It can:

- Understand and navigate project files
- Write, edit, and review code
- Run commands and tests
- Help complete multi-step technical tasks



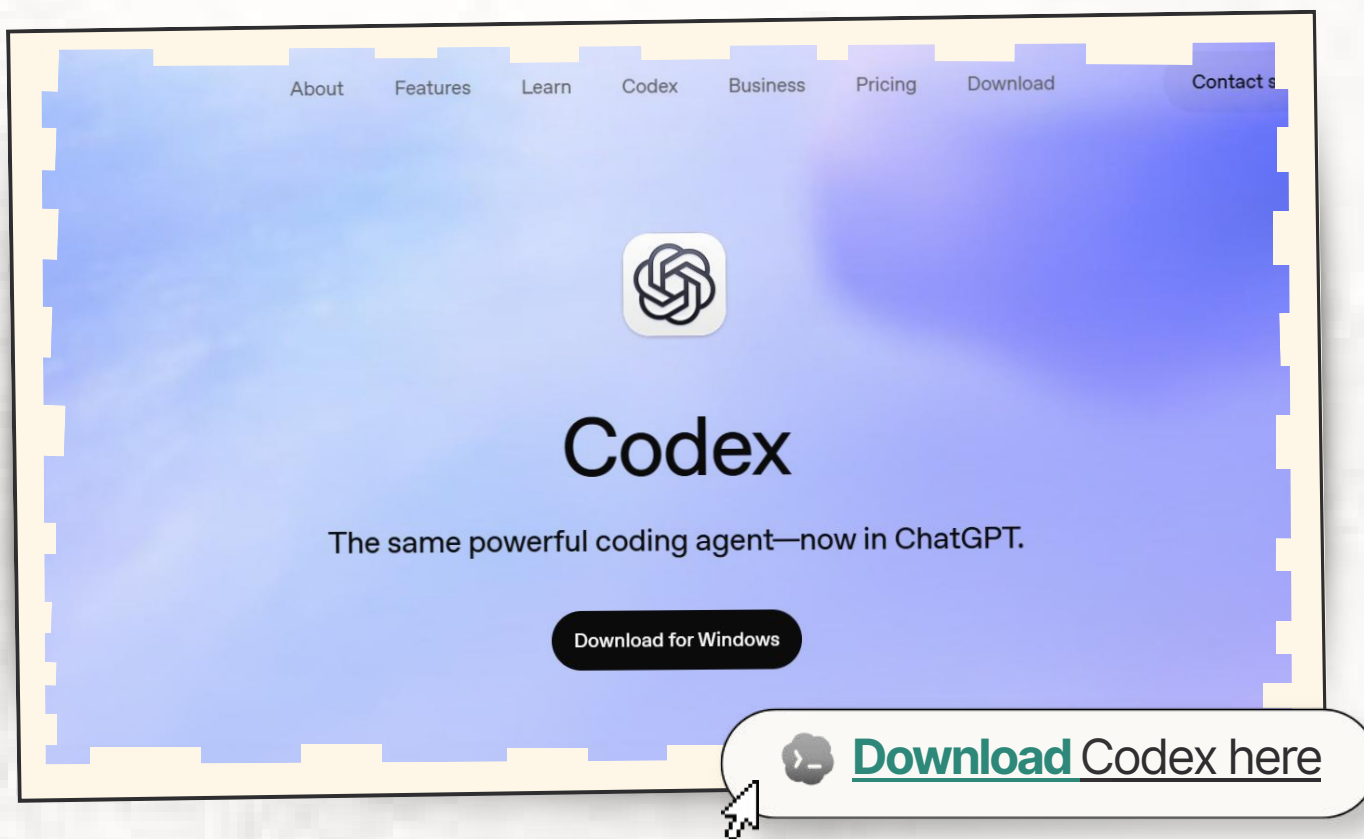
Go beyond suggestions. **Put AI to work on your projects**





Install the App

- Download the ChatGPT desktop app for Mac or Windows
- Sign and select Codex from the top-left menu
- Codex can work with local project files or run supported tasks in the cloud



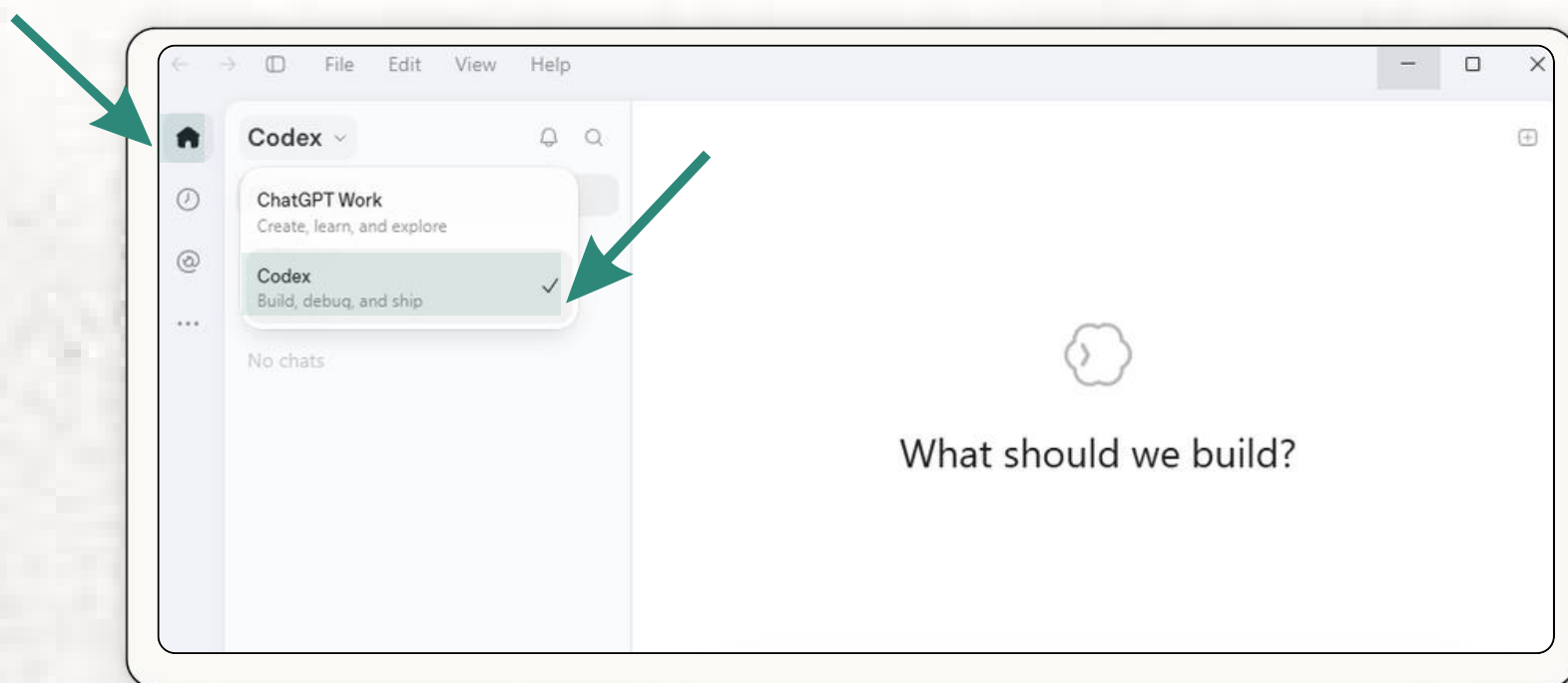
Codex runs locally, not in a browser tab





Sign In & Skip the Noise

- Continue with ChatGPT
- Select Codex in the menu
- Connect Codex to your existing ChatGPT account



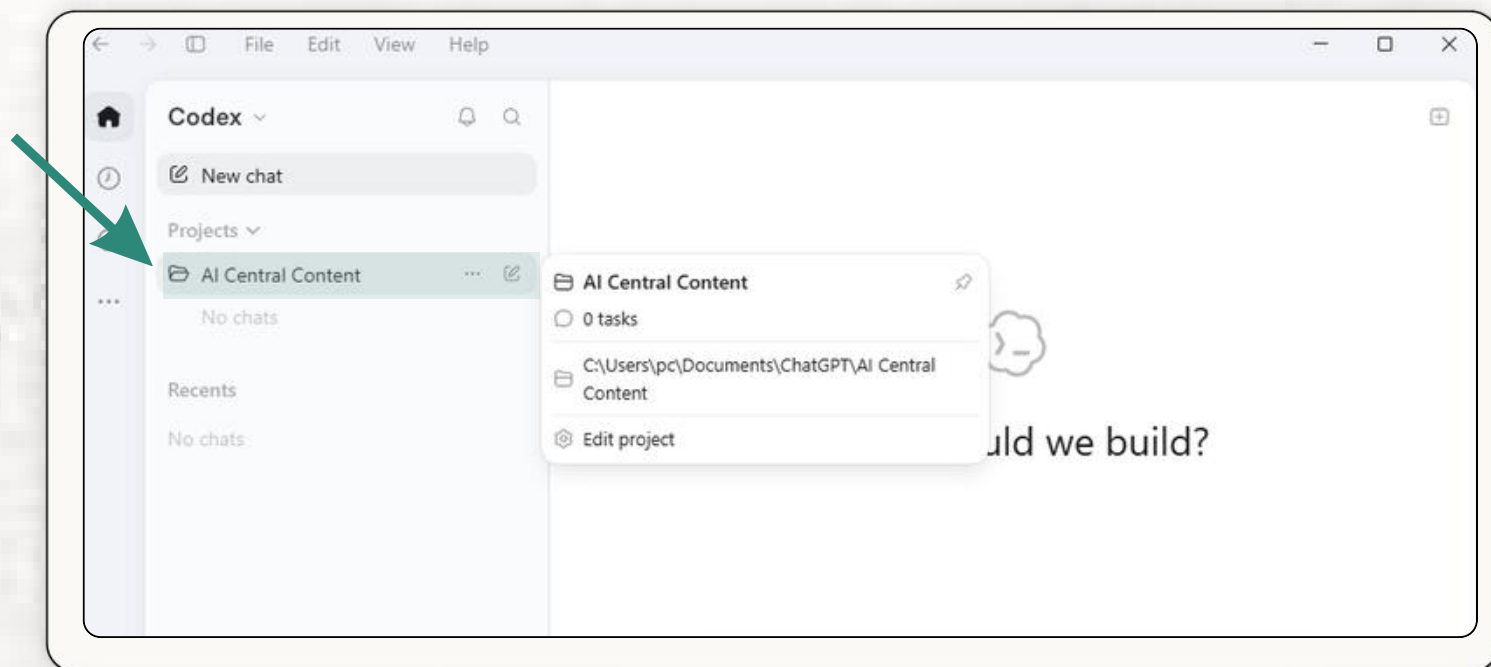
Why: This links your account, plan, and available features





Open Your First Project

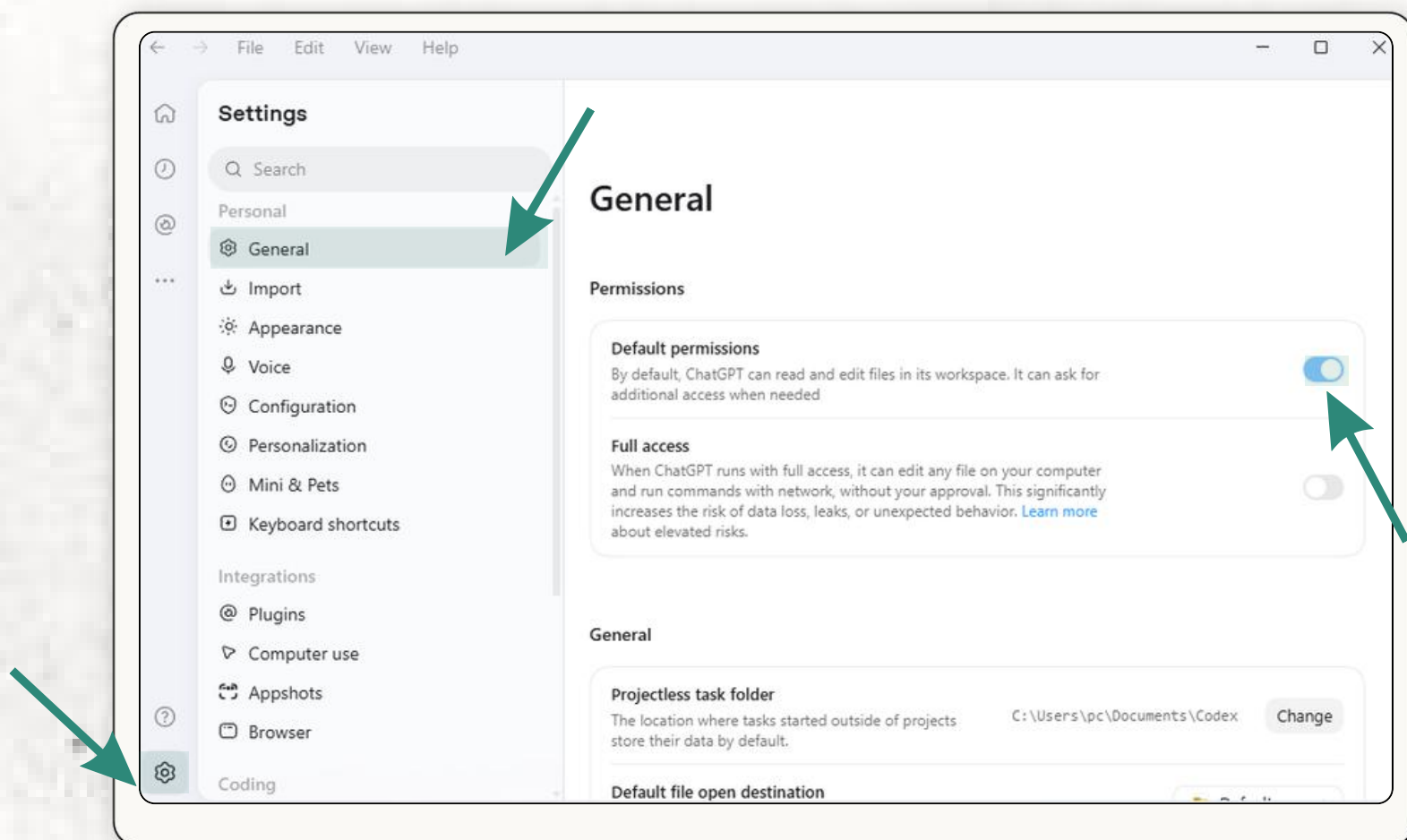
- Click New project
- Select a work folder
- Give Codex a **scoped workspace** instead of your whole computer





Lock Down Permissions

- Open bottom-left control
- Allow access only to the files needed for your work
- Decide what Codex can touch before it starts working



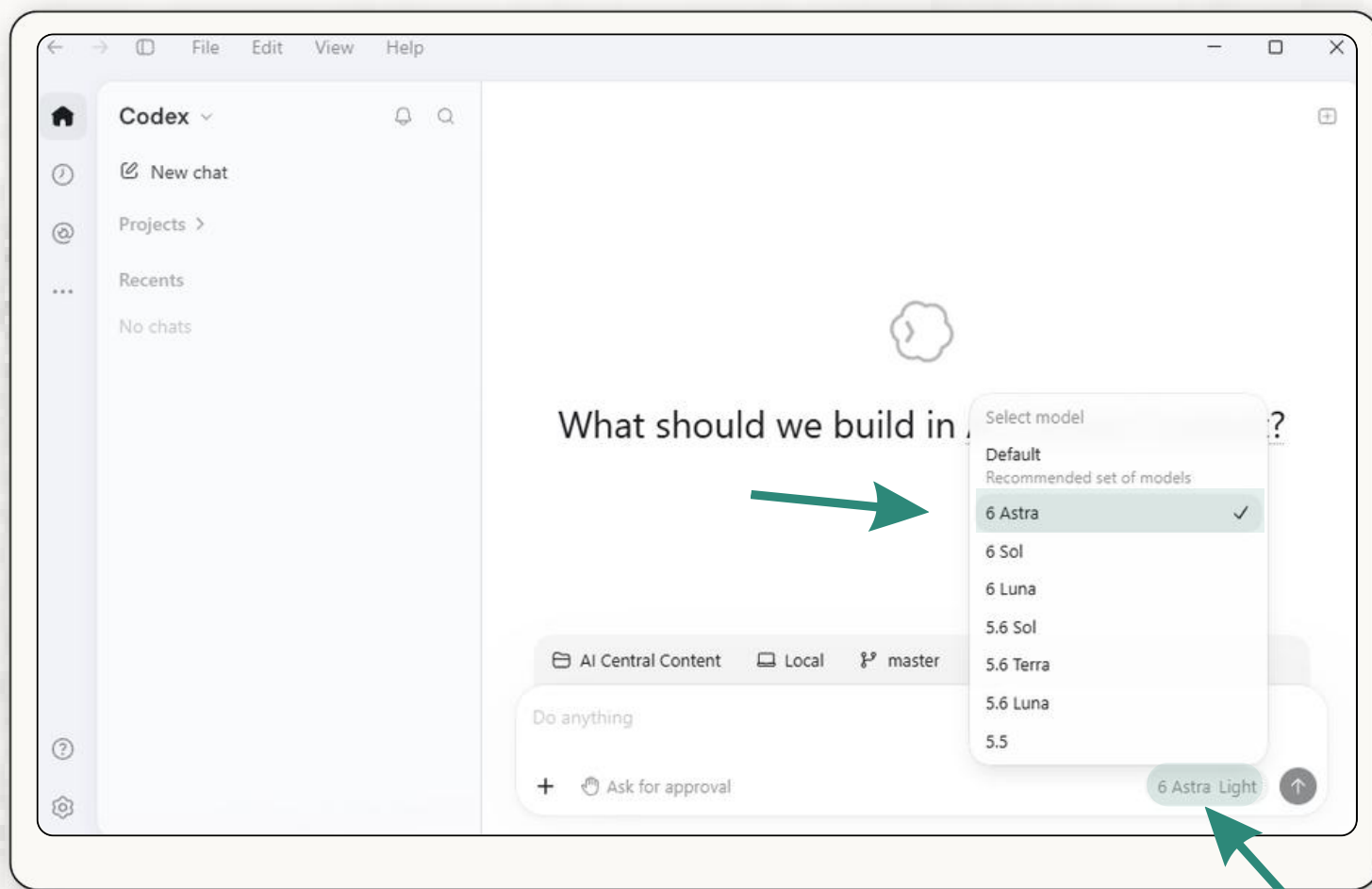
"Allow only needed access" is your safety net





Pick Your Model

- Click New chat
- Open the model picker
- Picking Astra **(when available)** gives you the most capable option for real work



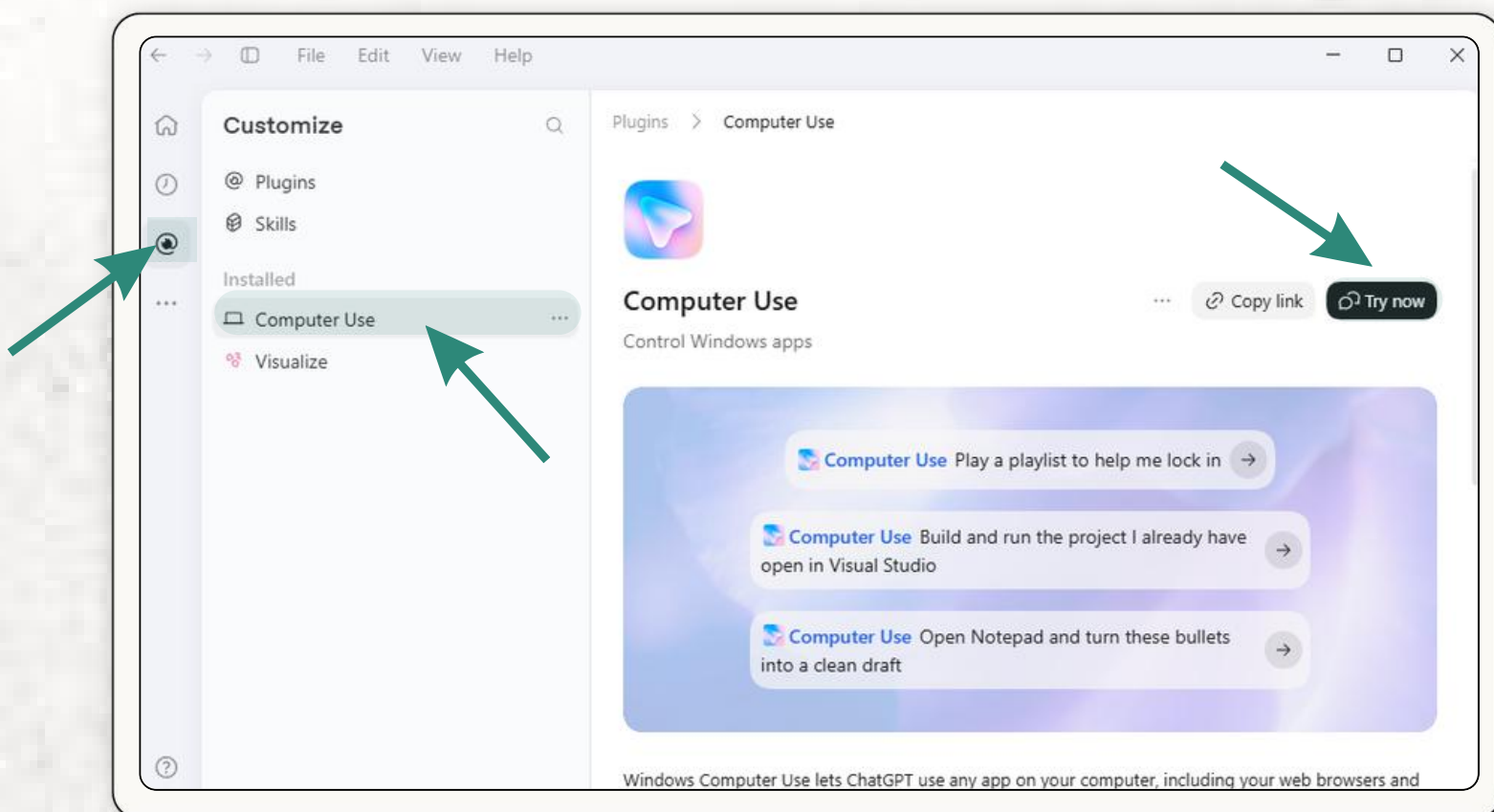
Choose which model **handles your task**





Add Computer Use

- Search for it in Plugins
- Click Install or Enable
- Enabling is *not* required, but highly recommended



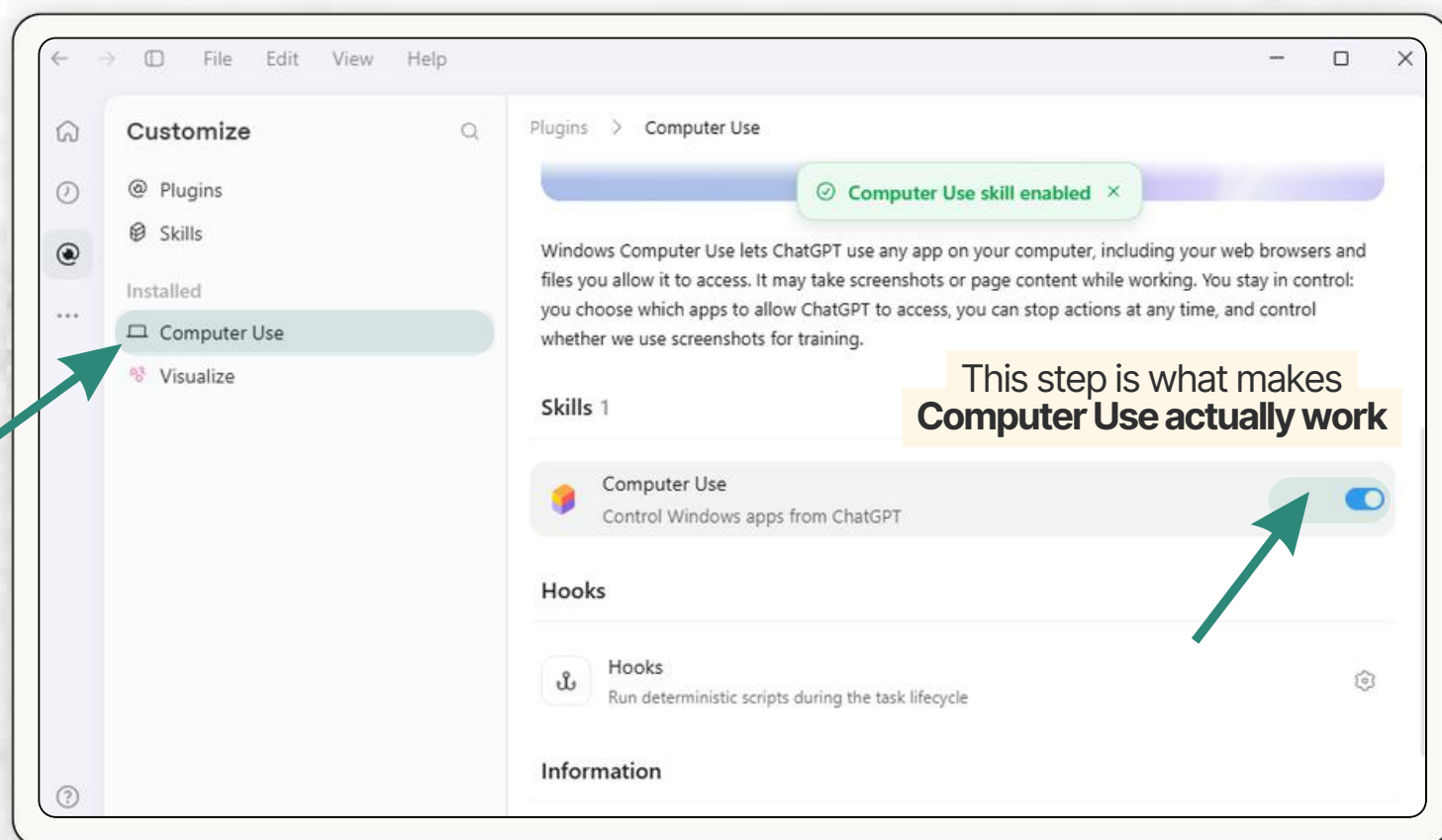
Computer Use is what turns Codex from a code assistant into an **actual operator**





Give It Eyes on Your Apps

- Settings → Computer use
- Connect your browser if your workflow needs it
- Mac: allow Screen Recording and Accessibility



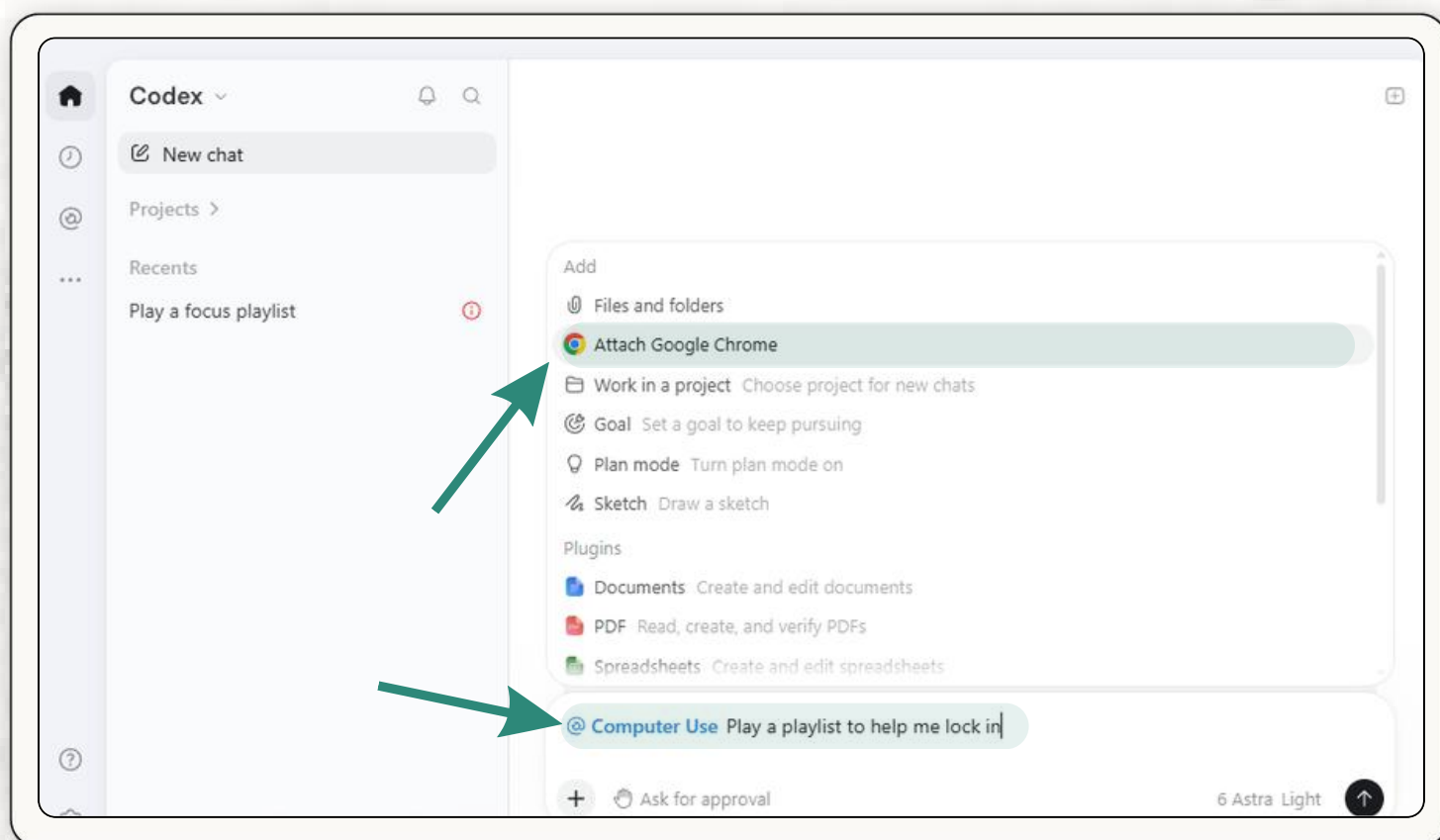
Access so Codex can **act, not guess**





Set the Stage

- Open your work app
- Go to the right page
- Keep it open for Codex



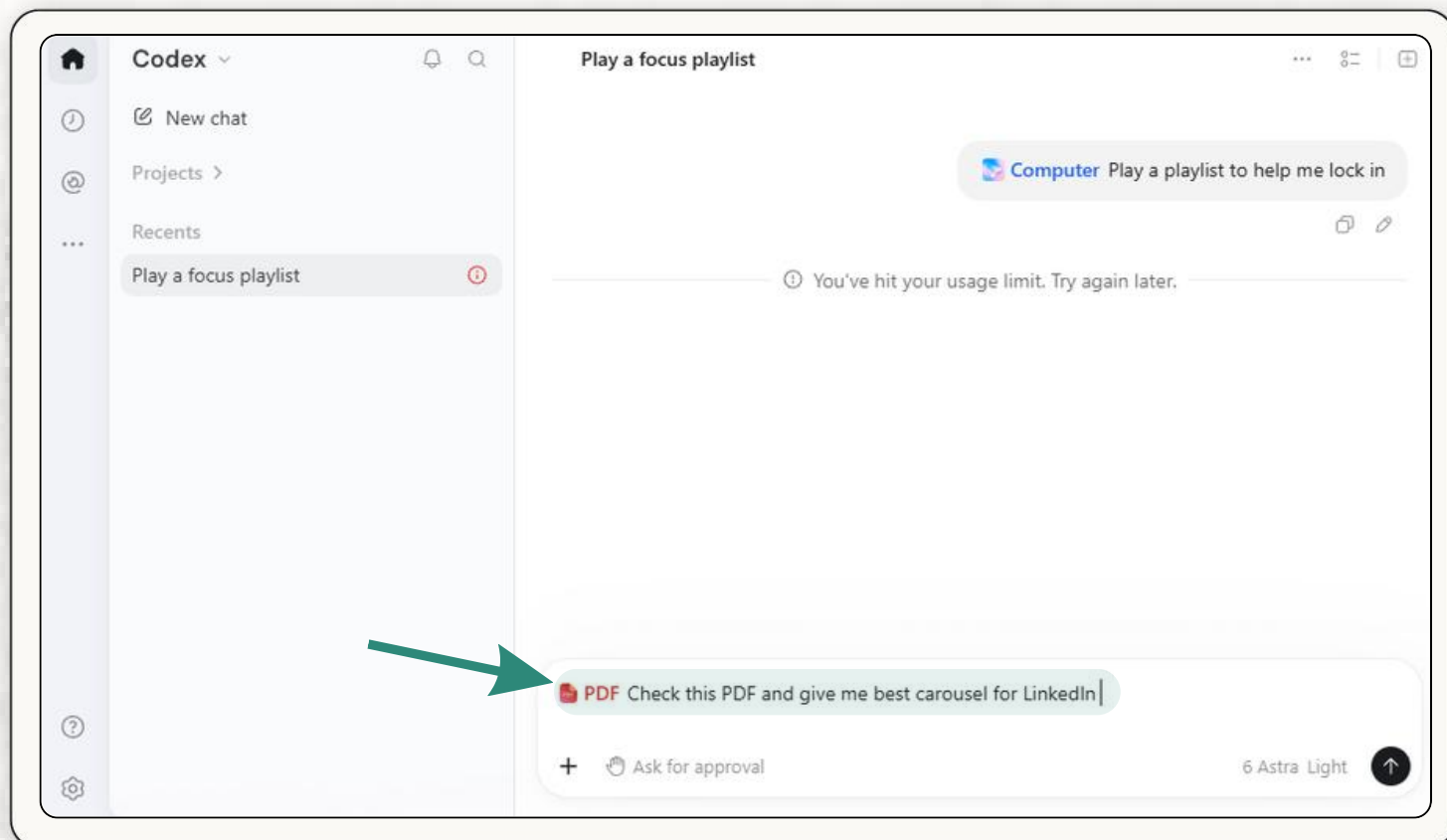
Put the **right screen in front of Codex** before you give it a task





Give It One Clear Job

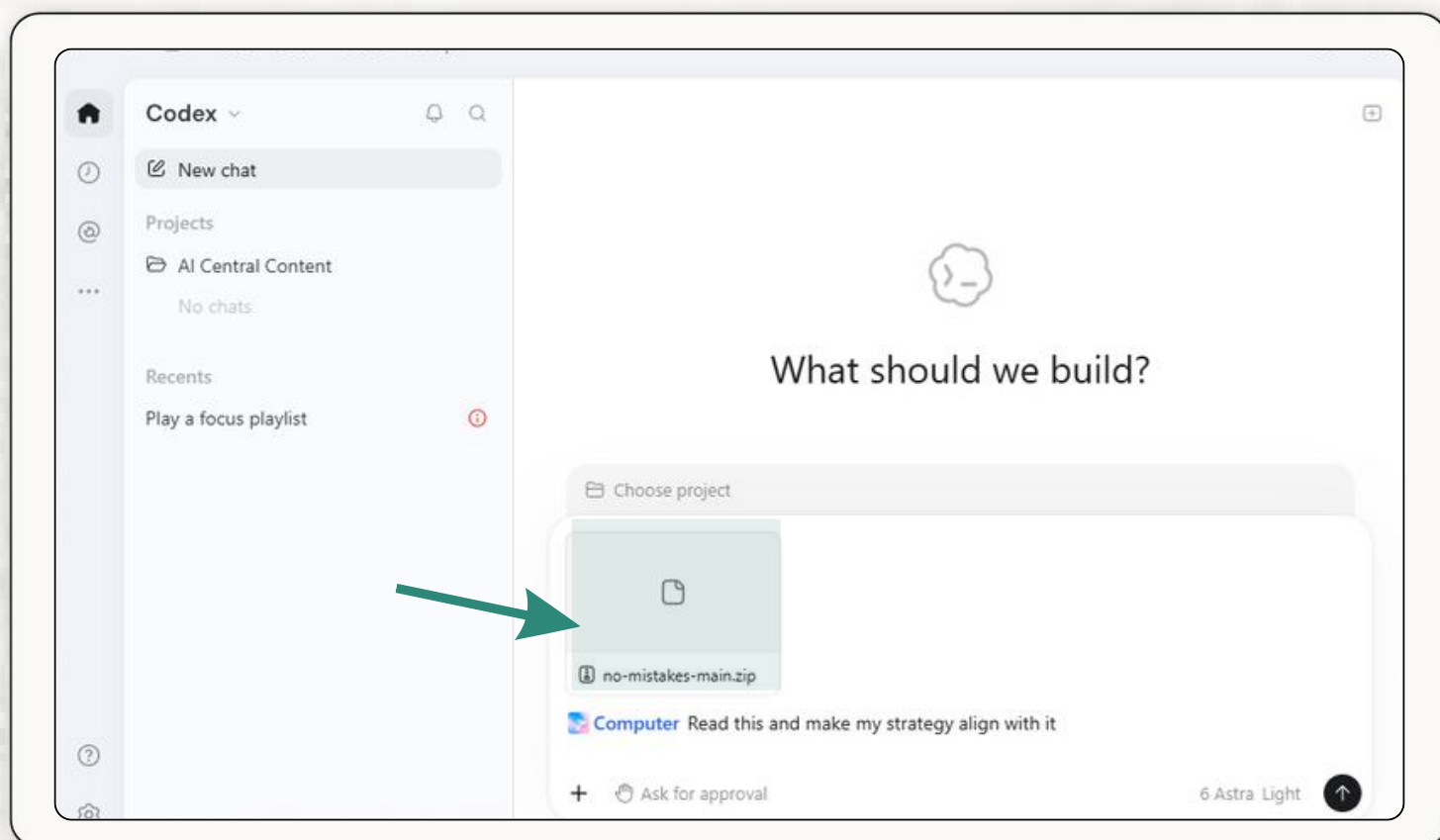
- Name the finished result
- Tell it where to stop
- Ask it to check its work; vague prompts get vague results





Teach It Your Rules

- Save your rules in an AGENTS.md file - it's like Codex's memory
- Codex reads this file when working on your project
- Add your preferences so Codex knows how you like things done



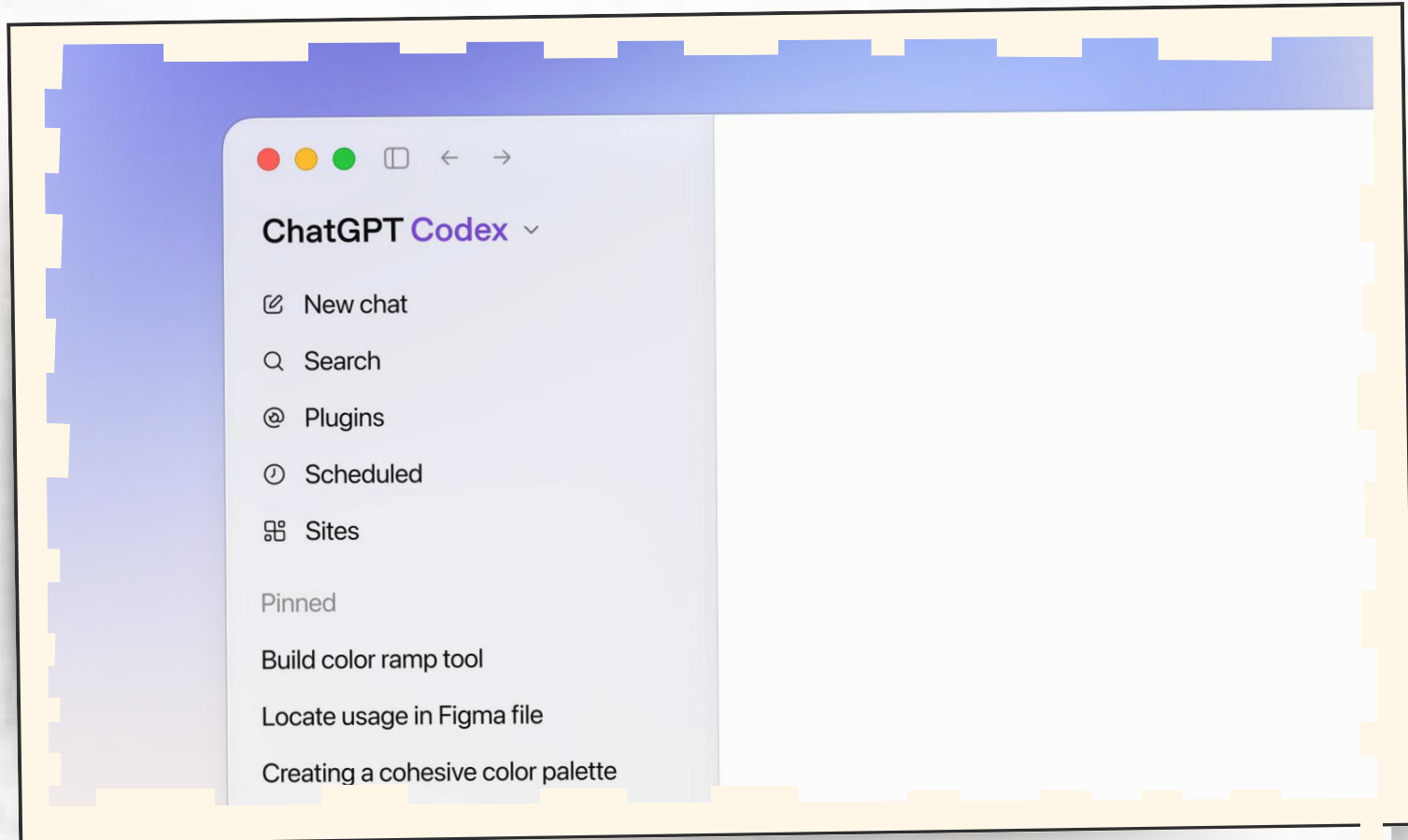
For your next task, ask **Codex to read the file**





The Bottom Line

- Set up Codex once to make future tasks easier
- Save your preferences so you don't have to repeat them
- Codex can work your way from day one





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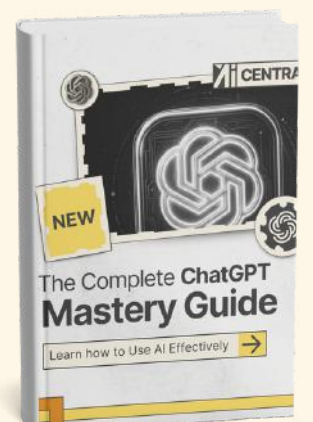
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You've got the guide Now put it to work

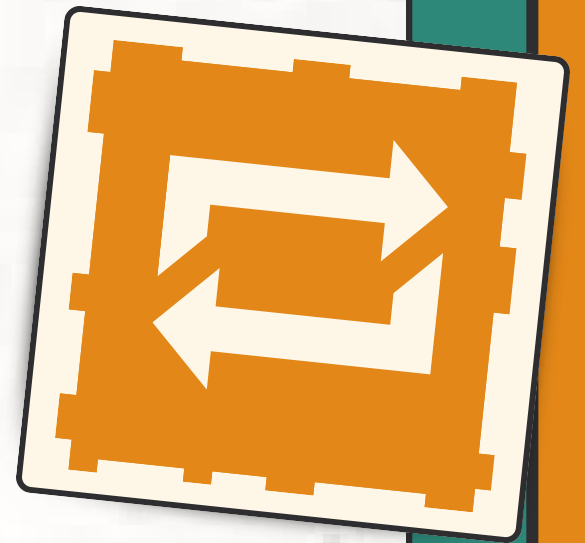
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