**Internship Report – Week Two**

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**1. Introduction**

The second week of my internship involved research and implementation activities. I explored various automation ideas and began developing a chatbot integrated into Microsoft Teams. This bot aims to improve team efficiency by managing reminders, collecting acknowledgements, and syncing with internal tools like myTE.

**2. Key Tasks & Responsibilities**

* **Idea Research:**  
  Conducted extensive research on 40 innovative ideas, as suggested by my supervisor Prateek Asthana. These ideas spanned automation in operations, workflow optimization, and employee productivity tools.
* **Bot Development (MS Teams):**  
  Initiated development of a Microsoft Teams chatbot using Node.js and Microsoft Bot Framework. The bot can:
  + Send smart reminders
  + Request and track acknowledgements
  + Sync reminders with myTE timesheet system
  + Follow up automatically with non-responders
* **Technical Implementation:**  
  While the bot is working as intended, I relied heavily on AI assistance for building and troubleshooting, given my limited prior experience with MS Teams integration.

**3. Learning & Observations**

* Gained foundational understanding of chatbot architecture and how it integrates with Microsoft Teams.
* Explored asynchronous reminder systems and automatic tracking of user responses.
* Developed awareness of API usage, bot framework conventions, and backend communication in Node.js.

**4. Challenges & Solutions**

* **Challenge:** Difficulty understanding some parts of the Teams bot framework due to lack of prior experience.  
  **Solution:** Overcame this by actively seeking help through AI tools and documentation, allowing me to keep development on track.
* **Challenge:** Syncing bot functionality with enterprise tools like myTE.  
  **Solution:** Followed examples and leveraged community and AI suggestions to implement syncing features.

**5. Conclusion & Next Steps**

This week was focused on ideation and real-world application through bot development. The working prototype of the MS Teams bot marks a significant step in practical learning. Next week, I plan to:

* Refactor and document the bot’s code for maintainability
* Test its performance in broader team settings
* Explore adding analytics to measure bot usage and effectiveness