

## **1. Folder structure (must look like this)**

Your project folder should be:

```
HR_Assistant_Agent/
|
├── app.py
├── ingest.py
└── hr_policy.pdf ✓ (must NOT be empty – more than 100 KB is better)
```

After running ingest, you will also see:

```
hr_db/ ✓ (auto-created)
├── index.faiss
└── index.pkl
```

## **✓ 2. Install required libraries (one time only)**

Open **PowerShell** and run:

```
pip install streamlit langchain langchain-community langchain-openai
pip install pypdf faiss-cpu
```

## **✓ 3. Create a NEW OpenAI API key**

1. Open: <https://platform.openai.com/api-keys>
2. Click **Create new secret key**
3. Copy it (do NOT share it here)
4. Delete your old leaked keys

## **✓ 4. Set API key in PowerShell (NOT in any file)**

Enter your project folder:

```
cd C:\Users\jamak\OneDrive\Pictures\Desktop\HR_Assistant_Agent
```

Then set the key:

```
$env:OPENAI_API_KEY="PASTE_YOUR_NEW_KEY_HERE"
```

 **Do NOT** type the C:\Users\...> part

 **Do NOT** paste the key in chat

## **5. Create the vector database (VERY IMPORTANT)**

Now run:

```
python ingest.py
```

If successful, you will see:

-  PDF loaded successfully
-  Text splitting done
-  hr\_db folder created successfully!

And a new folder appears:

```
hr_db  
    index.faiss  
    index.pkl
```

If this does NOT happen → the app will NEVER work.

## **6. Run the Streamlit app (correct way)**

Now, and only now, run:

```
streamlit run app.py
```

You will see:

Local URL: <http://localhost:8501>