

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>