A blue logo with a bird and a crown

Description automatically generated

**Project Proposal:** Digital Administrative & Scheduling Assistant - (Darla)

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**Title of project:** Applied Machine Learning Project

**Scope of project:**

* Creation of a new Gmail account, to act as the projects primary test-subject.
* Creation of Console Application to utilise the Gmail API to access test-subject email account for the purpose of facilitating ‘Administrative’ assistance.
* Application ability to extract useful information pertaining to emails read from test-subject account, to then sort/order said information prior to presenting pre-defined ‘important’ emails to user.
* Application ability to read/write to a plaintext file for purposes of program memory.
* Application utilisation of NLP-model to understand/interpret basic user requests leveraging functionality of the Gmail API or other related API’s to perform relevant functions, such as deleting emails, setting calendar reminders/appointments, composing generic emails/automated responses (such as contextually aware ‘out of office’ emails) and other assorted “Digital Assistant” functions.

**Project outputs:**

Console Application and associated program folder.

**Justification:**

With the ever-increasing use of chat-bots and automated email systems it can be challenging/time-consuming to read through the vast quantity of emails one may receive on a daily basis, the aims of this project are to create a digital assistant that will help alleviate this burden.

**Prior Reading:**

**Ethical considerations:**

* End User Data Security
* End User Data Privacy