Jake Cranor
Role: Intelligent Automation Intern
College: Georgia Institute of Technology
Graduation Date: May 2025
Hiring Manager: Camille Ready

COX

PROJECTS
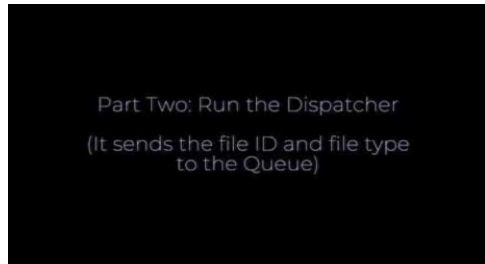
SharePoint Summarization Project

Description:
The project focuses on summarizing documents stored in SharePoint using Azure Open AI. The goal is to enhance document searchability by summarizing PDFs and Word documents with keywords. This automation is versatile and can be utilized by any team.

Benefits:
- *Improves the searchability of Word and PDF documents within any SharePoint by adding a summary to a designated column*
- *Catalogs all documents in an Excel sheet, including metadata (file type, file size, file name)*

Skills Developed:
- *API automation, including building Postman environments and working with Microsoft's Graph API*
- *Experimenting with various AI solutions, such as a machine learning model for the Call Center, UiPath AI, and Azure Open AI*
- *Enhancing knowledge of tree traversals by creating a method to loop through any SharePoint*

Part Two: Run the Dispatcher
(It sends the file ID and file type to the Queue)

Bootcamp Project
Description:
For the intern IBT Bootcamp, I was tasked with converting Figma wireframes into a React Web Application, here are the pages I worked on:

TOOLS AND CERTIFICATIONS

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https://linktr.ee/JakeCranor

HIGHLIGHTS
- Ui Path Certifications
- Learned RPA fundamentals
- Attended 21 different intern events
- Had 10 coffee chats/networking meetings
- Participated in the IBT Intern Bootcamp
- Used Microsoft's Graph API
- Developed skills in Intelligent automation (UI/API/Generative AI)

GREATEST SUCCESS
- Created a Product that the IA team can be offered to future clients and added to the IA Portfolio

GREATEST CHALLENGE
- Being intentional about connecting with people. I had to make a conscience effort each week to make sure to reach out via Email, Teams and LinkedIn to coworkers at Cox.