

# Mission: AI Possible

Mission 2 – The Knowledge

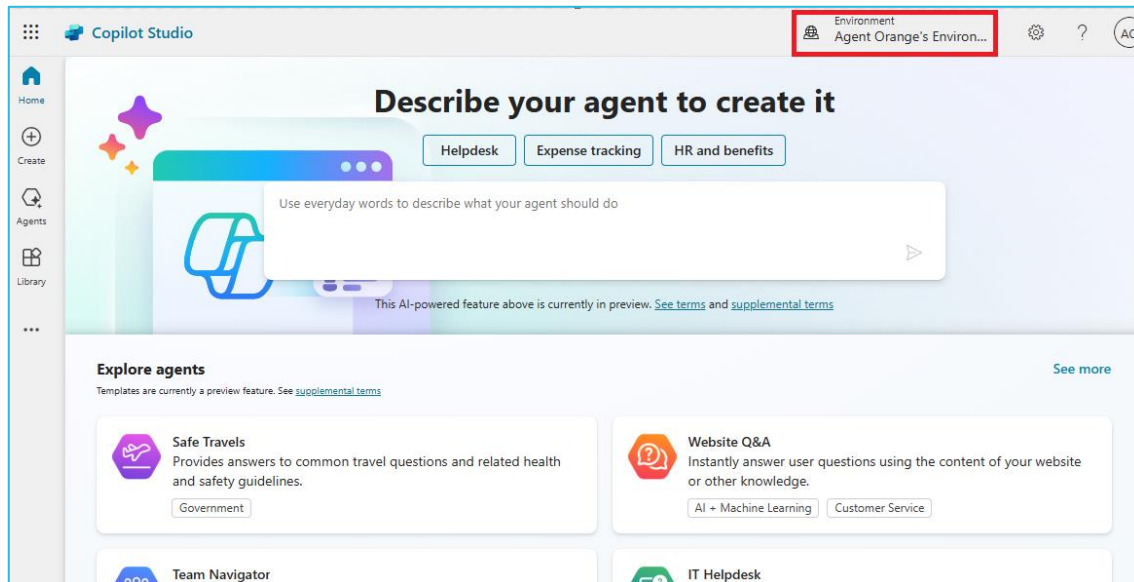


# Contents

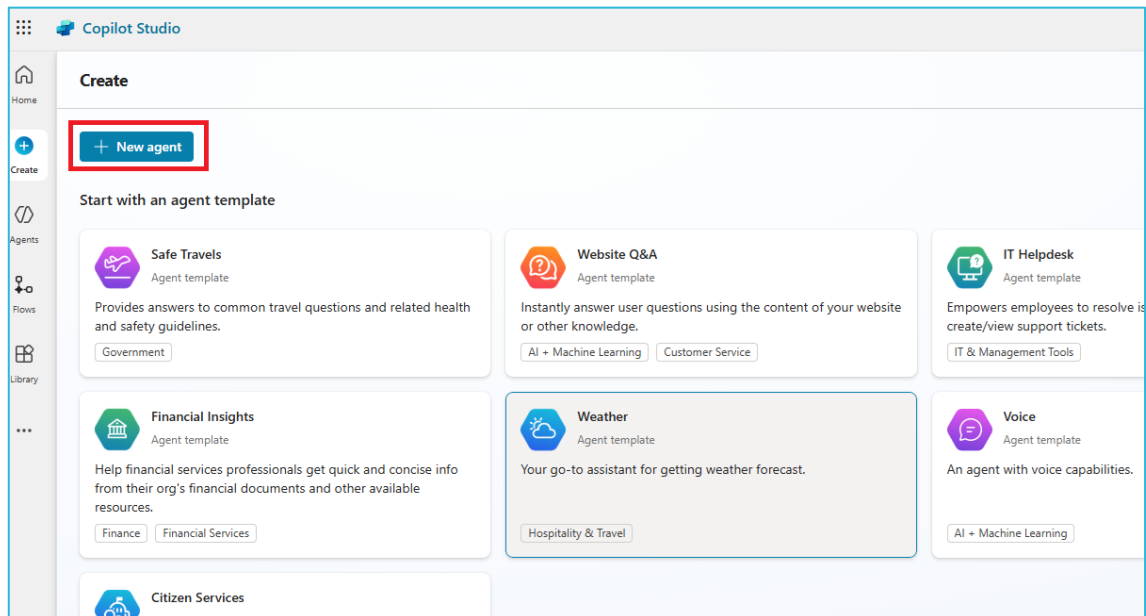
Task 1 – Create agent using knowledge source.....	1
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## Task 1 – Create agent using knowledge source

1. Navigate to Copilot Studio (<https://copilotstudio.microsoft.com>) and ensure that you are in your Agent developer environment.



2. In the left navigation pane select Create.
3. Select New agent.



4. Select Skip to configure.
5. Give your agent the name The Knowledge.
6. Enter the following description:

You are an agent that will answer questions from the Spy Handbook that is provided.

7. Enter the following instructions:

Only use the provided knowledge  
Do not use any general knowledge  
Respond in a professional and friendly manner

8. Select Create.

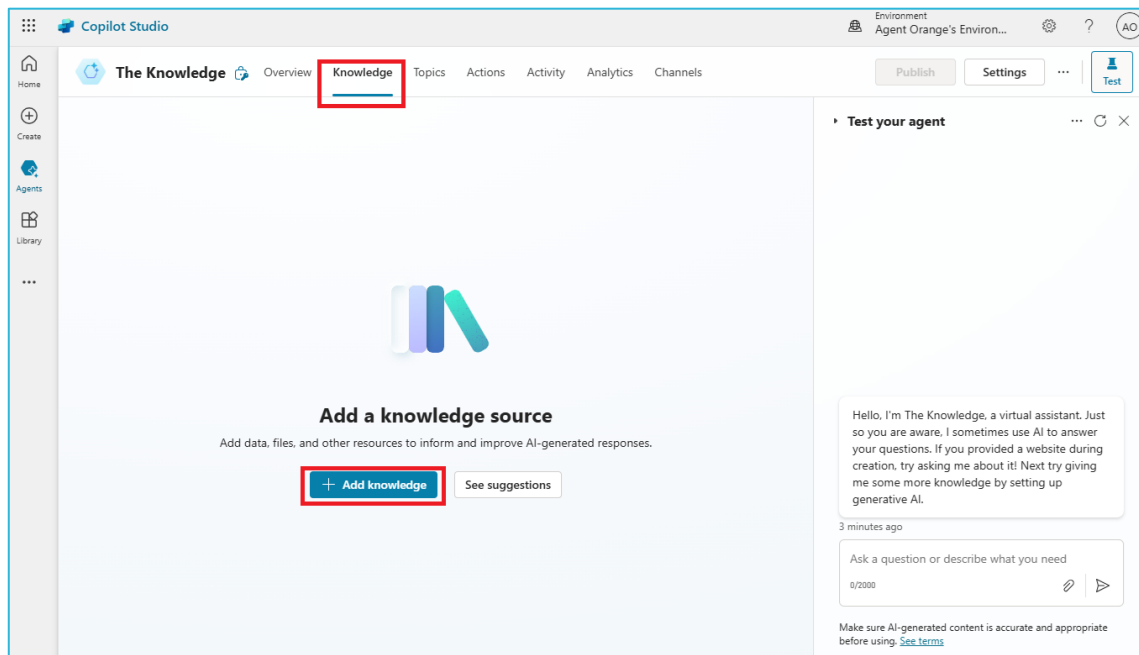
The screenshot shows the 'The Knowledge' agent configuration page in Copilot Studio. The page is titled 'The Knowledge' and has a 'Create' button in the top right corner. The language is set to 'English (en-US)'. The 'Name' field is 'The Knowledge'. The 'Description' field contains the text: 'You are an agent that will answer questions from the Spy Handbook that is provided.' The 'Instructions' field contains the text: 'Only use the provided knowledge', 'Do not use any general knowledge', and 'Respond in a professional and friendly manner'. On the right side, there is a summary of the agent's configuration, including the language, name, and instructions.

9. Once the agent is created, select Settings.  
10. In the settings navigation select Security.  
11. Select Authentication.  
12. Select No authentication.

The screenshot shows the 'Settings' page in Copilot Studio. The left sidebar contains navigation options: Home, Create, Agents, Library, and a menu icon. The 'Security' option is selected. The main content area is titled 'Authentication' and contains the text: 'When enabled, your agent will use the selected LLM's stored information and understanding to generate responses.' Below this, there are three options: 'No authentication' (selected), 'Authenticate with Microsoft', and 'Authenticate manually'. The 'No authentication' option is described as 'Publicly available in any channel'. The 'Authenticate with Microsoft' option is described as 'Entra ID authentication in Microsoft Teams, Power Apps, or Microsoft 365 Copilot'. The 'Authenticate manually' option is described as 'Set up authentication for any channel'. A 'Save' button is located at the bottom of the page.

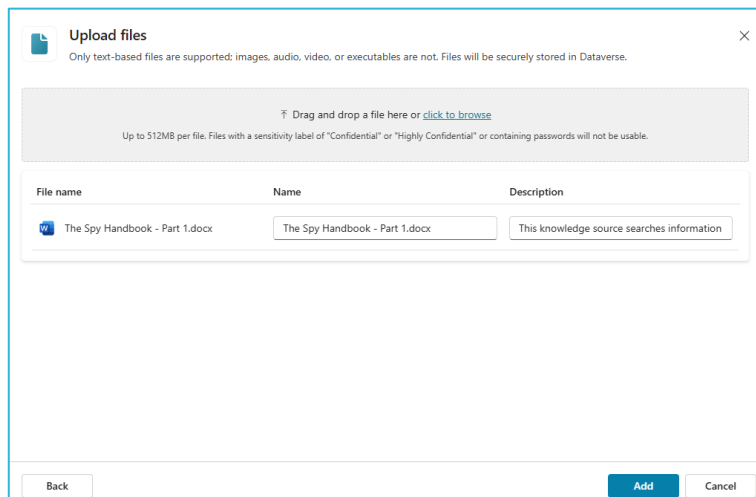
13. Select Save.  
14. On the confirmation screen, select Save.  
15. Close the settings page (x in top-right corner).

16. On the top menu, select Knowledge and then select Add knowledge.

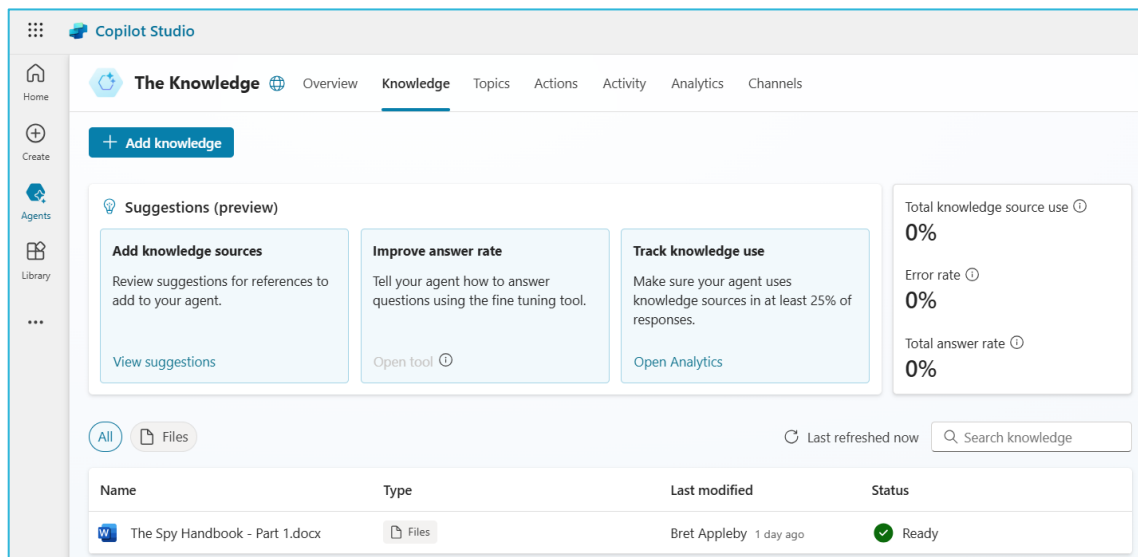


17. Select select to browse and then navigate to and select the file: 'The Spy Handbook – Part 1.docx'

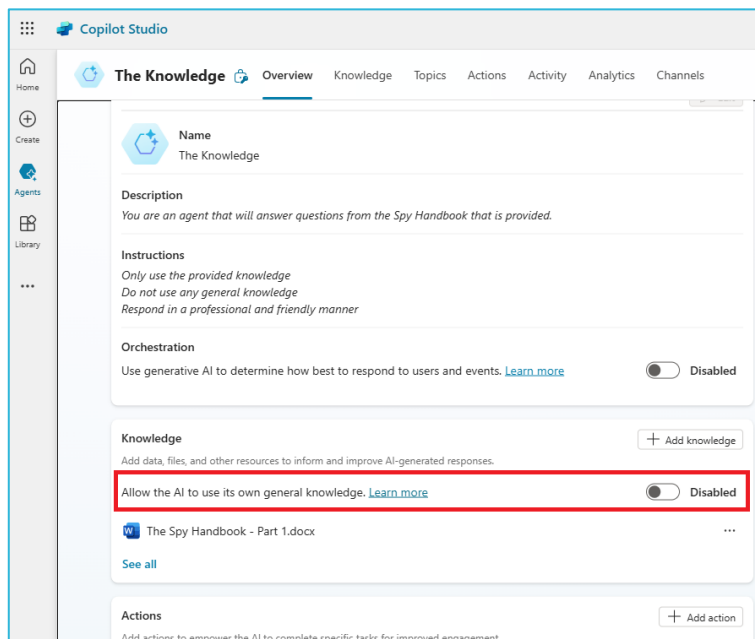
18. Select Add.



19. Wait until the file is unloaded and the Status of the file shows as Ready. This may take up to 10 minutes.



20. On the top menu, select Overview.
21. Scroll down to the Knowledge section and turn off 'Allow the AI to use its own general knowledge'. When prompted select Continue.



22. On the top menu select Publish and then select Publish.
23. Once the agent is published, select Channels from the top menu.
24. Select Demo website.

25. Copy the URL and email it to the Ops Central ([OpsCentral@qa365.co.uk](mailto:OpsCentral@qa365.co.uk)) mailbox.



The screenshot shows an email composition interface. At the top left is a blue 'Send' button with a right-pointing triangle icon. To its right are three icons: a shield, a trash can, and a document with a checkmark. Below the 'Send' button is a 'To' field containing the text 'OpsCentral <OpsCentral@qa365.co.uk>' followed by a close 'X' icon. To the right of the 'To' field is a 'Bcc' label. Below the 'To' field is a 'Cc' field. The body of the email starts with the text 'The Knowledge' followed by a horizontal line. Below the line is a blue hyperlink: [https://copilotstudio.microsoft.com/environments/605103a0-b194-e3e5-8e37-296a17e8a3ab/bots/cr944\\_theKnowledge/canvas?\\_version\\_=2&enableFileAttachment=true](https://copilotstudio.microsoft.com/environments/605103a0-b194-e3e5-8e37-296a17e8a3ab/bots/cr944_theKnowledge/canvas?_version_=2&enableFileAttachment=true)



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