



The Mail GPS

Send mails to the right person

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Email Automation for Alvancity

1. Problem, Solution, and Impact

Problem

Schools receive numerous emails covering various topics. Manually sorting and routing these emails to the appropriate departments is time-consuming and inefficient.

Solution

Develop an automated email classification to categorize incoming emails by topic (e.g., admissions, thesis, internships) and routes them to the correct department or person. The system will utilize the Mistral API version Experimental for email topic classification.

Impact

- **Time Efficiency:** Reduces the workload for administrative staff, allowing them to focus on more critical tasks.
- **Improved Response Times:** Ensures timely replies to inquiries, enhancing the student experience.
- **Accurate Routing:** Guarantees that emails are directed to the appropriate department, improving communication flow.

2. Tech Stack

- **Programming Language:** Python
- **Email Handling Libraries:** smtplib, imaplib
- **NLP Libraries:** Mistral API version Experimental
- **Version Control:** Git (for project management)

3. Dataset

- A collection of sample emails in both French and English that cover common inquiries.

4. Step-by-Step Plan to Realize the Project (One Semester)

Phase 1: Project Setup & Research (Weeks 1-3)

Define project scope and requirements, research email handling libraries and NLP technologies.

Phase 2: Data Collection & Preprocessing (Weeks 4-6)

Create a dataset of sample emails and preprocess text data for classification.

Phase 3: Building the Core System (Weeks 7-10)

Develop the email handling system, connect to the Mistral API for classification, and implement email routing logic.

Phase 4: Testing and Iteration (Weeks 11-12)

Test the system with real emails and refine the categorization process based on feedback.

Phase 5: Deployment & Documentation (Weeks 13-15)

Deploy the MVP system for real-world use and document the code and system setup.

Phase 6: Feedback & Final Adjustments (Week 16)

Collect user feedback, make final adjustments, and plan future feature developments.