Project Plan (AI assistant)

Project Overview

The goal of this project is to develop an AI email assistant that can enhance email processing efficiency in organizations. The assistant will be capable of composing and sending emails, organizing incoming emails, suggesting replies, and providing reminders. The project will focus on creating a proof of concept prototype, considering factors such as coherent and contextually accurate email responses, incorporation of social norms and ethical considerations, and natural language processing techniques for human-like email composition.

Project Phases and Timeline

Phase 1: Research and Analysis (2 weeks)

- Conduct extensive desk research on AI assistants for email processing

- Explore computational trust models, user experience factors, societal implications, privacy concerns, and common sense in AI

- Identify research papers and methodologies for autonomous and problem-solving agents

- Study "Chain of Thought" and "Tree of Thought" research papers for insights

- Analyze best practices, common sense integration, and ethical considerations in large language models (LLMs)

Phase 2: Requirements Definition (1 week)

- Define the requirements and functionalities of the AI email assistant based on research findings

- Formulate research questions to guide the development process

- Specify the desired capabilities for coherent and contextually accurate email responses, ethical email composition, and natural language processing

Phase 3: Prototype Development (4 weeks)

- Develop a prototype AI email assistant using n8n workflow automation and the CHATGPT API

- Design and implement nodes for email receiving, department categorization, and response generation

- Train the AI assistant using unique datasets for each department (HR, Marketing, Sales, Finance)

- Integrate an Email trigger node with IMAP to enable structured response generation

- Conduct rigorous testing to optimize model parameters and ensure reliable email processing

Phase 4: Evaluation and Improvement (1 week)

- Evaluate the performance and effectiveness of the AI email assistant prototype

- Gather user feedback and assess the assistant's ability to generate coherent and contextually accurate email responses

- Identify areas for improvement and fine-tuning based on user feedback and testing results

- Make necessary enhancements to enhance the assistant's performance and user experience

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Project Resources

- Access to research papers and literature on AI assistants, large language models, and related topics

- Development tools and platforms such as n8n workflow automation and the CHATGPT API

- Dataset for training the AI assistant in different department-specific contexts

- Testing environment for evaluating the prototype's performance and user experience

- Collaboration with colleagues and supervisors for feedback and guidance throughout the project

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Project Deliverables

- Research report summarizing findings on AI assistants for email processing, including insights on computational trust models, user experience factors, societal implications, privacy concerns, and common sense in LLMs

- Requirements document specifying the functionalities and capabilities of the AI email assistant prototype

- Prototype of the AI email assistant, integrating n8n workflow automation and the CHATGPT API

- Evaluation report detailing the performance, effectiveness, and user feedback of the AI email assistant prototype

- Final project documentation, including the project plan, research papers, and reflections on the development process

Project Stakeholders

- Project Coordinator/Supervisor: Provides guidance and feedback throughout the project

- Colleagues: Collaborate and provide support during the development process

- Users/Participants: Provide feedback on the prototype and its performance

- Organization: Benefits from the potential efficiency improvements and productivity gains offered by the AI email assistant