## Dear annotators,

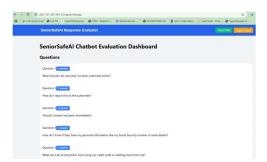
I appreciate your kind offer to help with the annotation that will help SeniorSafeAI improve its accuracy and relevance in responses to the users. I include all the details for annotation below, and I would not expect the annotation to take more than 2 hours of your time.

First, I attach the annotation guideline (filename:

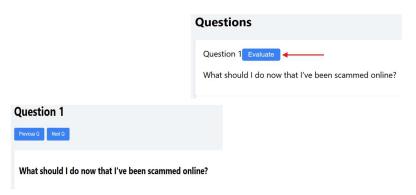
SeniorSafe\_CodingGuidelines\_official\_version\_030225.pdf) for you that would explain everything you need to know for this task, as well as the 10 criteria at which you need to evaluate each LLM on.

After you finish reading the annotation guideline in detail, please follow these steps in order:

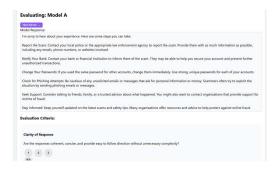
1. Visit SeniorSafeAI annotation portal, hosted on ngrok: <a href="https://cb01-131-247-244-123.ngrok-free.app/">https://cb01-131-247-244-123.ngrok-free.app/</a> (no worries, this link is safe and secure, and will be running for about a week). The portal should look like this:



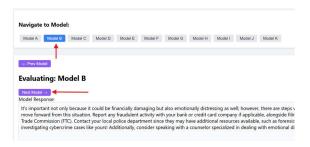
- With the way the portal is set up, it would be ideal for you to finish your annotation in
  one go, because when you refresh the page, your coded results unfortunately will
  refresh.
- 3. Once you're in the portal, Click on Question 1 "Evaluate". You will see question 1: What should I do now that I've been scammed online?



4. Start by evaluating Model A's "Model Response" in term of the 10 evaluation criteria below it.



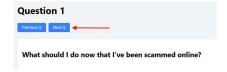
5. Once you're done, navigate to Model B by either clicking "Next Model" or click on Model B directly. Evaluate this model in the same way as Step 4.



6. Repeat this process (steps 4-5) until you reach Model K.



7. All the responses will be autosaved, so once you're done with Question 1, click on "Next Q" on top of the page to move to Question 2.



8. Repeat the process for Question 2 until Question 10, similar to steps 4-6.



9. Anytime during your evaluation, you can check your progress by clicking "Back to Dashboard", then scroll down to "Current Evaluation Summary". You can also click on "View Detailed Results" to see the annotation breakdown by question.



10. Once you are done with all questions, click on "Back to Dashboard" and on the top right of the page, click on "Export Data". This will save your annotations to a .json format. Please send the .json file to me once you're done.

