**Chatbots and NLP**

**Installation Instructions**

**Download and Install Anaconda on your computer**

1. Visit <https://www.anaconda.com/downloads>
2. Choose the download based on your machine and download Python 3.7 version. Most computers are 64 bit.
3. Review “How to install Anaconda” document if needed.
4. Find where the graphical installer is located from the download and double click on it.
5. Open the executable file and follow the setup guide. Next, agree to license agreement and install for just you. Select the default path, hit next and at the advanced installation option – if you have installed previously from python.org, add anaconda to the path environment variable even though it is not recommended. If this is your first installation of anaconda and python ever, you do not need to do that. Complete the steps.

**Create a virtual environment in Anaconda**

1. Now that Anaconda is installed, you will need to download the libraries needed for this workshop in to an environment that is specific for this workshop.
2. There are many ways to create an environment and if you have a preferred way to create a virtual environment, please set up one for this training workshop through Anaconda and Jupyter Notebook.
3. If you have not done this before, then follow the instructions below.
4. First, locate where the file bot\_env.yml is located. If it is not located in the folder for this training workshop, please move the document to this folder. After you have moved this file to this folder, find the command line
5. You will need to use the command line – so find command line in utilities (mac) or search for command line or command prompt (windows).
6. Open the command line or command prompt and change directory to where the bot\_env.yml file is located. Use “cd” at the command line and the path directory to the file.
7. Type in “conda env create –f bot\_env.yml” (can use tab auto-complete to make sure you get this correct and avoid errors) and hit enter.
8. Will see “solving environment, etc,” and when prompted for a yes or no, type in yes.
9. Once you see instructions to activate the environment by typing in the instructions provided – “source activate bot\_env” (mac) or “conda activate bot\_env” (windows). Activate the environment and note how the path changes.

**Open up Jupyter Notebook**

1. To open up Jupyter Notebook - Type in jupyter notebook after the environment has been activated and hit enter. You will get a url pop up with a token. Your browser should automatically open with the JN page. If not, copy the url and paste in your internet browser.
2. Open a new file and make sure that is python 3.7 by typing in ‘print(“hello”)’. If this line is executed, then you have the correct version of python 3.7. If not, go through a re-installation of anaconda.
3. Upload any training files for this workshop into this location by using the upload key. Please note that you should be in the folder specifically created for this chatbot workshop. Then, download the training files and take note of the location. Go back to your jupyter notebook and upload the training files using the upload key and correct folder. Hit enter. This makes all your training files present in the correct location and makes things really easy to perform.