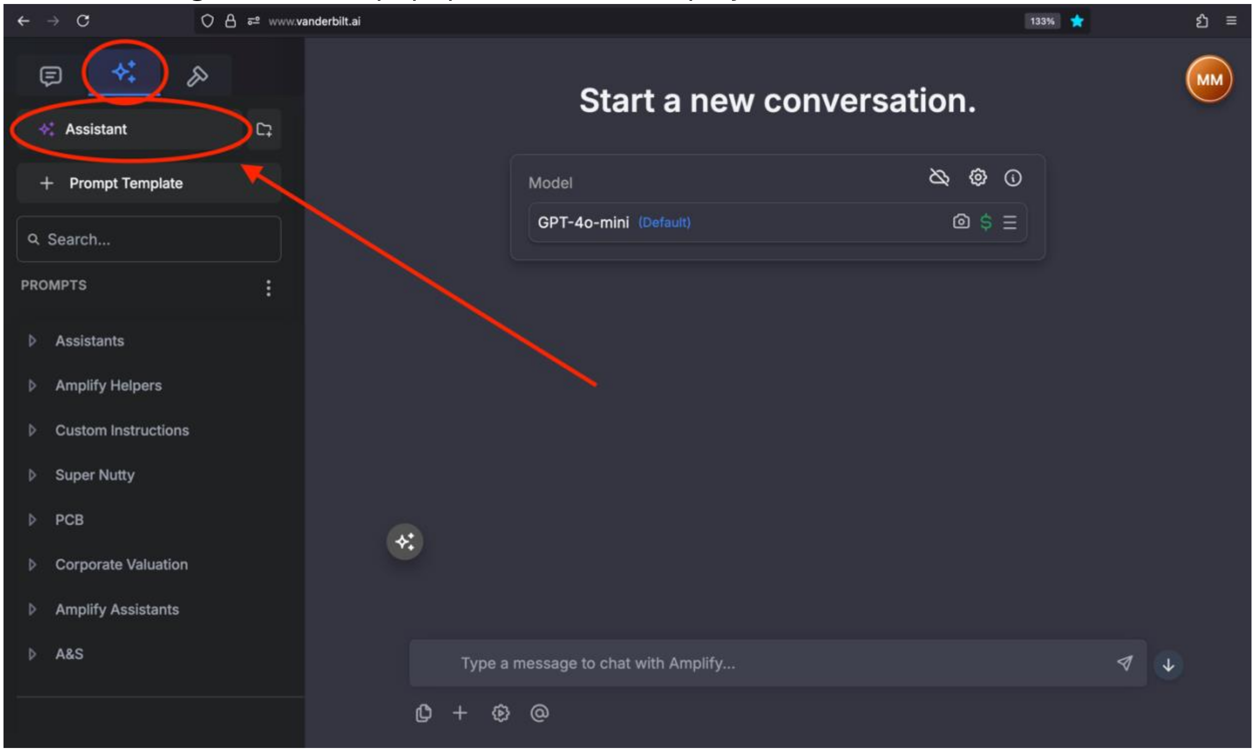
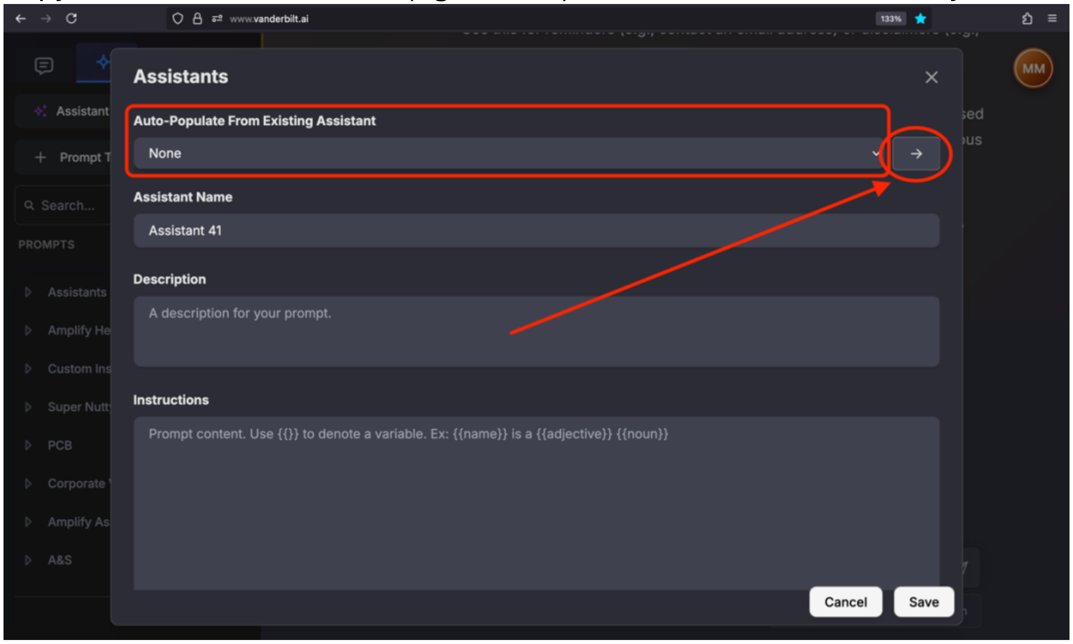
The guide walks through how to create an Amplify Assistant:

1. Navigate to the assistant tab at the top of the left sidebar and click the "Assistant" button to bring forward the popup to create an Amplify assistant.



2. Populate the fields in the popup. Here is what each value in the popup does:
    a. **Auto-Populate From Existing Assistant**: To use a previously created assistant as a starting point, open the dropdown, select the assistant to copy, then click the "→" icon (right arrow) to fill the form automatically.



    b. **Assistant Name**: The display name of the assistant.
    c. **Description**: A summary of what the assistant is designed to do.
    d. **Instructions**: The system prompt. This is the most important field—it provides the high-level guidance that shapes all conversations with this assistant.
    e. **Disclaimer Append to Responses**: Text added to the end of every response. Use this for reminders (e.g., contact an email address) or disclaimers (e.g., verify information elsewhere).
    f. **Upload Data Sources**: Documents/files added here become part of the assistant's knowledge via the RAG pipeline. Only relevant sections are used in responses, which is especially helpful when attaching large or numerous documents.
    g. **Attach Drive Data Sources**: Link documents from your integrations. After connecting Microsoft OneDrive, you can attach OneDrive files directly to the assistant.