How to Use the "How-To Doc Generator" AI Agent in Atlassian Rovo

Introduction

The "How-To Doc Generator" is a custom AI agent integrated into Atlassian Rovo. It enables users to automatically generate clear, structured, and actionable How-To documents from existing Business Requirements Documents (BRD) or Functional Requirements Documents (FRD) stored in Confluence. The agent streamlines the process of converting technical documentation into user-friendly guides, tutorials, and manuals.

Prerequisites

- Access to Atlassian Confluence Cloud with Rovo enabled (Premium/Enterprise plan).
- Appropriate permissions to view and create pages in the relevant Confluence space.
- The BRD/FRD should be well-structured (tables, clear sections, diagrams if needed).
- The "How-To Doc Generator" agent must be available in your Rovo sidebar.

Step-by-Step Instructions

1. Accessing the Agent

1. Open the relevant BRD or FRD page in Confluence.
2. Locate the Rovo sidebar on the right side of your Confluence interface.
3. Click on the "How-To Doc Generator" agent (look for the relevant icon and description).

2. Selecting or Entering a Prompt

1. Choose from pre-built prompt options, such as:
   - "Create a how-to document based on this FRD"
   - "Summarize the implementation steps for this requirement"
   - "Convert this workflow into step-by-step user instructions"
2. Alternatively, enter a custom prompt for flexible document generation.

3. Configuring Output Options

1. Select the desired tone/style for your document (e.g., beginner-friendly, technical, concise, detailed).
2. Choose the output format:

- New Confluence page (default, in the same or specified space)
- Export as PDF
- Export as Markdown

4. Generating the How-To Document

1. Click "Generate" or the equivalent action button.
2. The agent will analyze the current Confluence page (or attached/uploaded BRD/FRD) and create a draft How-To document.
3. Wait for the process to complete (typically under 60 seconds for standard documents).

5. Reviewing and Publishing

1. Review the generated document for accuracy and completeness.
2. Note: Every output includes the disclaimer: "Generated by AI – Please review for accuracy."
3. Make any necessary manual edits (target: less than 15% edits required).
4. Publish or share the document as needed.

Standard Structure of Generated How-To Documents

1. **Title**
2. **Introduction/Purpose**
3. **Prerequisites**
4. **Step-by-Step Instructions** (numbered, with screenshots/diagrams if available)
5. **Expected Results**
6. **Troubleshooting**
7. **References/Related Docs**

Troubleshooting Tips

- If the agent fails to generate a document or truncates content, ensure the BRD/FRD is under 50 pages or 100 requirements.
- For very large documents, consider splitting them into smaller sections.
- If the agent is not visible, confirm with your admin that it is enabled and discoverable in the Rovo sidebar.
- For any inaccuracies, always review and edit the output before publishing.

References

- For more details, see the original BRD/FRD or contact your Confluence/Rovo administrator.

Success Metrics & Best Practices

- Aim to generate a complete How-To in under 2 minutes.
- Use the agent for at least 50% of new BRD/FRD pages to maximize adoption.
- Regularly review generated documents for accuracy and provide feedback to improve the agent.

Disclaimer

Generated by AI – Please review for accuracy.

Suggestions for Enhancement

Would you like to:

- Add annotated screenshots or visual placeholders for each step?
- Include a revision history or acceptance criteria section?
- Align terminology with your organization's style guide?
- Group instructions by user role (e.g., Product Manager, Technical Writer)?
- Provide a flow diagram of the agent's process?

Let me know if you'd like any of these enhancements or a different format (e.g., training module, printable PDF, or internal support guide)