

Instructions on how to setup ChatGPT with specific instructions and files

1. Verify Dropbox Access

- Ensure you can access Dropbox and view all contents.
- All necessary files are located in the “MCL knowledge base documents” folder.

2. Download Required File

- Download **KB_Assistant_Export_x2_MCL_2025-08-11_with_DropboxAppNote.zip** from Dropbox

3. Connect ChatGPT to Dropbox

- Open **Settings** in ChatGPT
- Navigate to **Connectors**
- Locate **Dropbox**, click on it, then select **Connect** and follow the on-screen steps.

4. Upload and Provide Prompt

- Upload **KB_Assistant_Export_x2_MCL_2025-08-11_with_DropboxAppNote.zip**
- Use the following prompt:
 - “Look inside the Dropbox under the folder **MCL knowledge base documents**, read all the documents in the folder, and be ready to answer any questions.”