Table of Contents

AI Chatbot Features & User Guidelines

This general-purpose Generative AI chatbot solution leverages Amazon Bedrock's advanced AI capabilities to provide intelligent conversational assistance across your organization. Built on AWS infrastructure, the chatbot combines natural language processing, document analysis, and content generation to streamline workflows, enhance productivity, and support decision-making processes. The solution offers multi-modal AI capabilities including text, image, and video generation, along with seamless integration for creating business documents, making it a versatile tool for various needs.

FEATURES

Conversational AI Assistant

- Natural language processing for complex queries
- Context-aware responses with conversation memory
- Multi-turn dialogue capabilities
- Real-time responses powered by AWS Bedrock

Multi-Model AI Capabilities

- Access to multiple Large Language Models (LLMs) through Amazon Bedrock
- Choose from Amazon's own models, third-party providers, and open-source options
- Flexibility to select the best model for specific use cases
- Consistent performance across different AI model providers

Document Intelligence

- Upload and analyze PDFs, documents, and text files
- Extract insights from technical manuals and reports
- Summarize lengthy documents instantly
- Search through document contents conversationally

Visual Content Generation

- Canvas Integration: Generate custom images, diagrams, and visual aids from text prompts
- Reel Model: Create short video clips for incident documentation and training materials
- Ideal for visualizing safety procedures, equipment layouts, and incident scenarios

Office Document Generation

- Create PowerPoint presentations directly from chat conversations
- Generate Excel spreadsheets with data analysis
- Produce Word documents including reports, procedures, and summaries
- Export content in multiple formats

DO'S FOR USERS

General Usage

- Be specific and detailed in your prompts for better results
- Provide context about your role, department, or specific needs
- Use follow-up questions to refine responses
- Verify AI-generated content before using in critical situations

Document Handling

- Upload relevant documents to get contextual answers
- Use clear file names and organize documents logically
- Keep documents updated and remove outdated versions
- Leverage document search for quick information retrieval

Visual/Video Content

- Describe scenarios clearly when requesting image/video generation
- Specify safety requirements for incident documentation
- Use generated visuals for training and communication purposes
- Review generated content for accuracy and appropriateness

Document Generation

- Outline your requirements clearly before requesting document creation
- Review and edit generated documents before distribution
- Use templates and examples to guide the AI's output
- Save important documents to your local systems

DON'TS FOR USERS

Security & Compliance

- DON'T share sensitive personal information (SSN, passwords, personal addresses)
- DON'T upload confidential client data without proper authorization

- DON'T bypass established approval processes for generated documents
- DON'T assume AI responses are always 100% accurate for critical safety decisions

Content Guidelines

- DON'T use for generating inappropriate, offensive, or discriminatory content
- DON'T rely solely on AI for emergency procedures or safety-critical decisions
- DON'T share generated content externally without proper review and approval
- DON'T use copyrighted materials as input without permission
- DON'T upload files larger than system limits

Plant Environment Specific

- DON'T use generated safety procedures without expert validation
- DON'T rely on AI for equipment-specific troubleshooting without verification
- DON'T generate incident reports without factual verification
- DON'T use for regulatory compliance documentation without legal review

Remember: This AI assistant is a powerful tool to enhance productivity and decision-making, but human judgment and expertise remain essential, especially in safety-critical plant environments.