

# Golden Gate Ventures AI Assistant: Comprehensive User Guide

## 1. Introduction

### 1.1 Purpose of the Application

The Golden Gate Ventures AI Assistant is an advanced internal knowledge management platform designed to:

- Provide quick access to company knowledge
- Facilitate seamless information retrieval
- Enable intelligent conversational interactions
- Support efficient knowledge sharing across the organization

### 1.2 Key Technologies

- **RAG (Retrieval-Augmented Generation):** Combines AI with company-specific knowledge base
- **Pinecone:** Vector database for semantic search
- **Streamlit:** Web application framework
- **Neon Database:** Backend data management

## 2. System Architecture

### 2.1 Components

- **Frontend:** Streamlit web interface
- **Backend:**
  - Neon PostgreSQL database
  - Pinecone vector database
  - RAG (Retrieval-Augmented Generation) system
- **Authentication:** Multi-tier user management

### 2.2 Data Flow

1. User sends a query
2. Query is semantically embedded
3. Relevant documents are retrieved from Pinecone
4. AI generates context-aware response
5. Response is logged in Neon database

## 3. Access and Authentication

### 3.1 Login Mechanisms

#### 3.1.1 Regular User Login

- **Process:**
  1. Navigate to <https://goldengatebot.streamlit.app/>
  2. Enter company email

3. No password required for non-admin accounts
4. Click “Login”

### 3.1.2 Admin User Login

- **Process:**
  1. Check “I am an admin” checkbox
  2. Enter email and password
  3. Requires additional authentication

## 3.2 User Roles and Permissions

### Regular Users

- **Capabilities:**
  - Create and manage personal conversations
  - Ask questions to AI
  - View conversation history
  - Rename conversations
  - Delete personal conversations

### Administrators

- **Additional Capabilities:**
  - All regular user permissions
  - User management
  - API key management
  - Knowledge base administration
  - View all user conversations
  - Set global system configurations

## 4. Conversation Interface

### 4.1 Chat Window Components

- **Conversation Title:** Editable, unique identifier
- **Message History:** Scrollable chat log
- **User Avatar:** for user messages
- **AI Avatar:** for AI responses
- **Chat Input:** Bottom of the screen

### 4.2 Interaction Workflow

1. Type your query in the chat input
2. Press Enter or click send
3. AI processes the query
4. “Thinking...” indicator appears
5. Streaming response is generated

- 6. Optional source references displayed

### 4.3 Advanced Interaction Features

- **Conversation Renaming:**
  - Click on current title
  - Edit directly in-place
  - Automatically saves changes
- **Conversation Management:**
  - Create new chats instantly
  - View chat history in sidebar
  - Delete conversations with single click

### 4.4 Source References

- After AI response, click “Sources” expander
- Shows knowledge sources used
- Helps verify AI-generated information
- Transparency in information retrieval

## 5. Pinecone Index Management

### 5.1 Index Selection Process

- First-time login requires index selection
- Admins can set default index for all users
- Supports multiple vector indexes

### 5.2 Configuration Options

- Custom index names
- Environment selection
- API key management
- Index reset capabilities

## 6. Administrator Dashboard

### 6.1 User Management Tab

- **User Registration:**
  - Add new users
  - Set admin privileges
  - Configure API keys
- **User List:**
  - View all registered users
  - See login history
  - Monitor account status

## **6.2 API Key Management**

- Update Pinecone API keys
- Manage Cohere embedding keys
- Secure key rotation
- Per-user key configuration

## **6.3 Knowledge Base Management**

- **File Upload:**
  - Markdown (.md) files only
  - Automatic content parsing
  - Semantic embedding generation
- **Pinecone Index:**
  - Initialize new indexes
  - Reset existing indexes
  - Monitor embedding progress

## **6.4 Conversation Tracking**

- View all organizational conversations
- Cross-user conversation monitoring
- Deletion and management capabilities

# **7. Technical Specifications**

## **7.1 Supported File Types**

- Markdown (.md)
- Recommended: Structured documentation files

## **7.2 Embedding Configuration**

- 768-dimensional embeddings
- Cosine similarity metric
- Batch processing support

# **8. Performance and Limitations**

## **8.1 Response Characteristics**

- Near real-time responses
- Context-aware generation
- Sources-backed information

## **8.2 Known Limitations**

- Depends on uploaded knowledge base

- May not have real-time external data
- Responses based on semantic similarity

## **9. Security and Compliance**

### **9.1 Data Protection**

- Encrypted database connections
- Role-based access control
- Conversation logging
- Strict authentication

### **9.2 Compliance Features**

- Granular user permissions
- Audit trail of interactions
- Secure API key management

## **10. Troubleshooting Guide**

### **10.1 Common Issues**

- **Login Problems:**
  - Verify email
  - Check admin status
  - Contact IT support
- **Chat Malfunctions:**
  - Refresh page
  - Start new conversation
  - Clear browser cache

### **10.2 Support Channels**

- Internal IT Support
- Administrator assistance
- Dedicated support email

## **11. Future Roadmap**

- Enhanced AI models
- More granular permissions
- Expanded knowledge base
- Improved source referencing

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