Database for chatbot

Q1-What are the timings for shuttle?

Ans: Morning 8:30 am to 10:30 am and Evening 5:50 pm to 8:00pm and 9:00 pm

Q2-What is the route for shuttle?

Ans: Botanical Garden to Office (visa versa)

Q3-Are there any charges for shuttle?

Ans: No

Q4-What is the boarding location for shuttle in the morning?

Ans: Botanical Garden

Q5-What is the boarding location for shuttle in the evening?

Ans: Office Gate

Q6-What is the process for attendance?

Ans: Punch access card / Biometric

Q7-Is it important to both punch in and punch out?

Ans: Yes

Q8-What is the process for seat allocation?

Ans: Supervisor will send email to IT help desk and HRBP

Q9-What is the process for system allocation?

Ans: Supervisor will send email to IT help desk and HRBP

Q10-How will the attendance regularize?

Ans: Update regularization in I-Connect and get approval from supervisor

Q11-What are the shift timings?

Ans: Differ from process to process

1. 9am – 6pm
2. 9:30pm – 6:30pm
3. 10pm – 7pm
4. 12pm – 9pm

Q12-How to contact the IT desk?

Ans: Call \*\*040 or login IT portal - <https://infoedgeservicedesk.symphonysummit.com/MDLIncidentMgmt/EndUser_Dashboard.aspx>

Q13-How to contact the IT Department?

Ans: Call \*\*040 or login IT portal - <https://infoedgeservicedesk.symphonysummit.com/MDLIncidentMgmt/EndUser_Dashboard.aspx>

Q14-How to contact the HR desk?

Ans: Contact HR business partner

Q15-How to contact the HR department?

Ans: Contact HR business partner