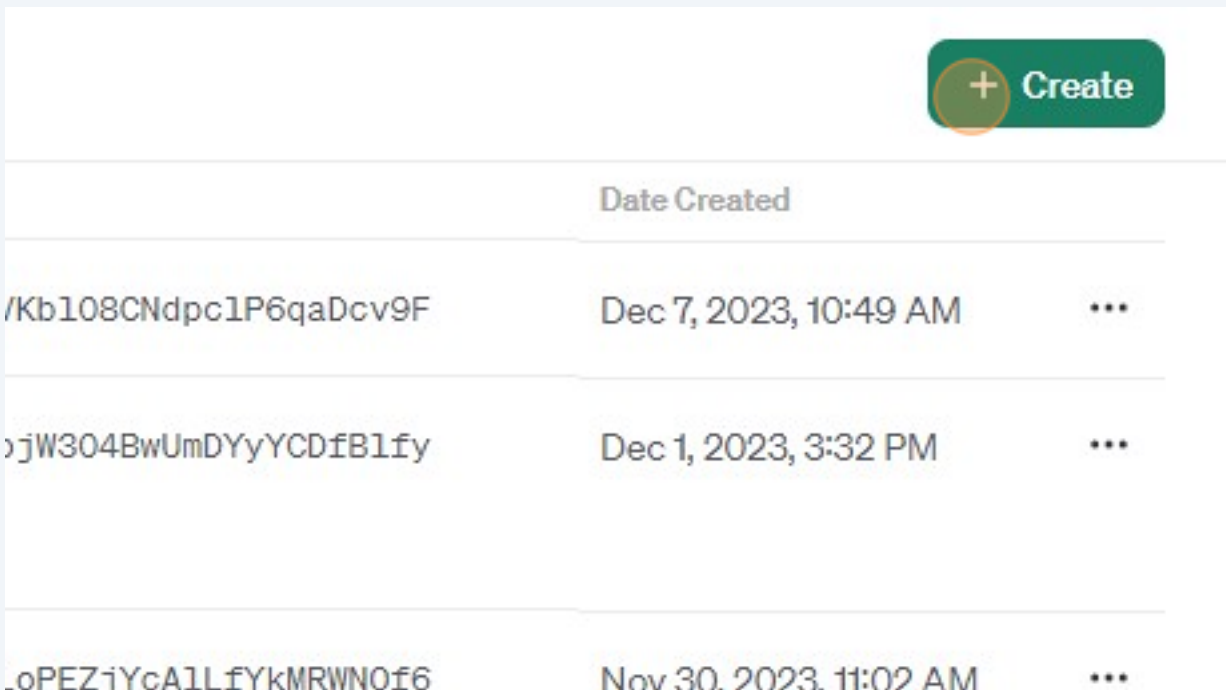


Create and test an Assistant on OpenAI playground

1 Navigate to <https://platform.openai.com/assistants>

2 Click this create icon.



The screenshot shows the OpenAI Assistants interface. At the top right is a green 'Create' button with a plus icon. Below it is a table with the following data:

	Date Created	
/Kb108CNDpc1P6qaDcv9F	Dec 7, 2023, 10:49 AM	...
ojW304BwUmDYyYCDfBlfy	Dec 1, 2023, 3:32 PM	...
LoPEZiYcAlLfYkMRWNOf6	Nov 30, 2023, 11:02 AM	...

3 Give a Name to the Assistant.

SFBU Bot

Name

SFBU Bot

Instructions

You are a helpful assistant.

Model

TOOLS

4 Give your instructions to the assistant.

SFBU Bot

Instructions

You have access to the pdf file to answer user questions about the university. Extract the text from pdf file and use the content from the file to answer each question.

Model

TOOLS

① Functions ➕ Add

① Code interpreter 🔴

① Retrieval 🔴

5

I gave the instructions as

```

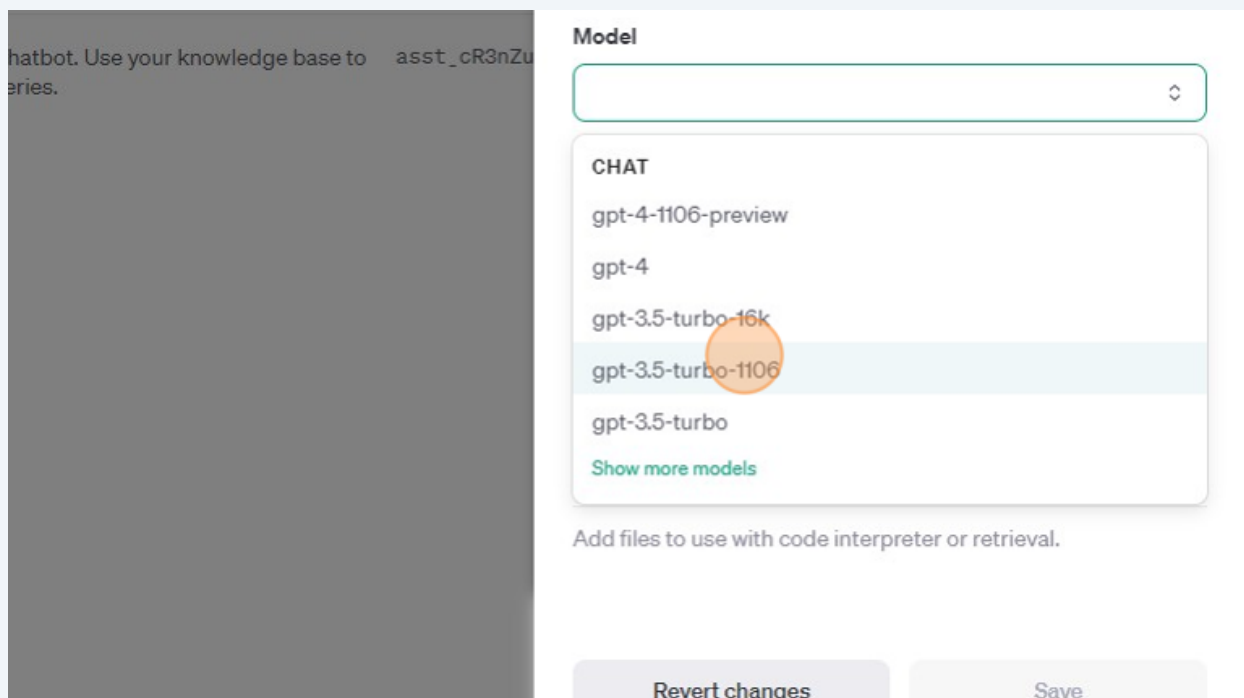
You are a customer support chatbot. Use your knowledge base to best respond to customer queries.

You have access to the pdf file to answer user questions about the university. Extract the text from pdf file and use the content from the file to answer each question.

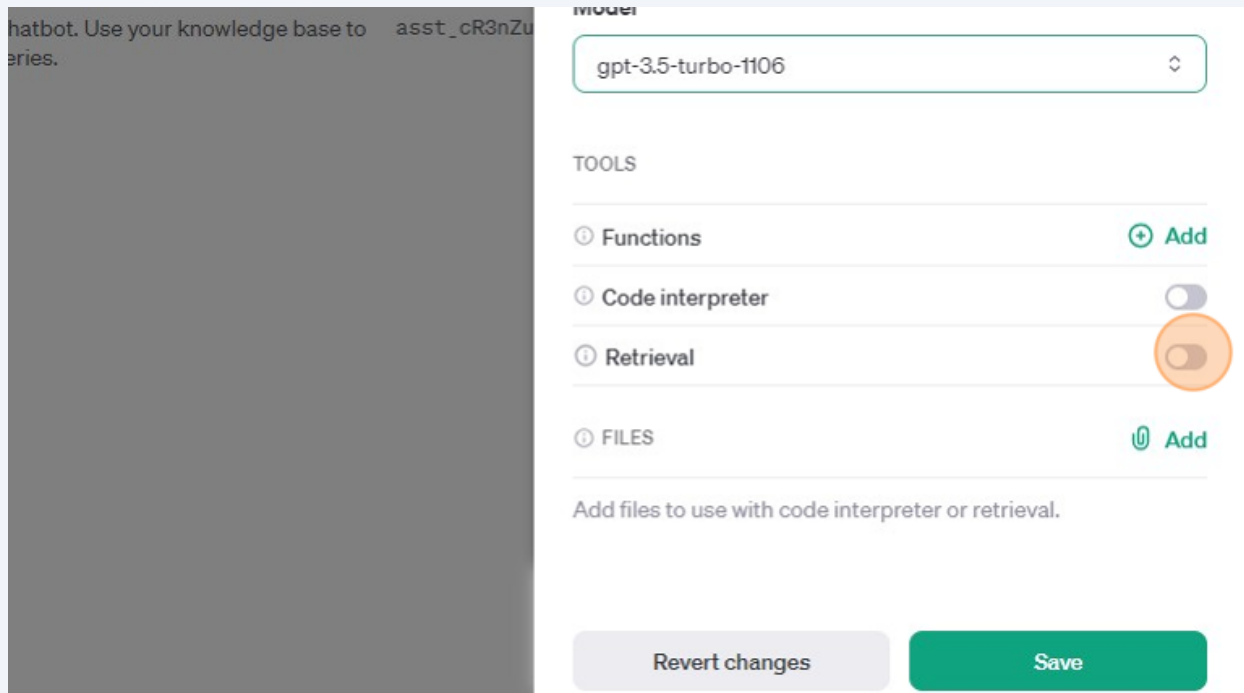
```

6

Choose a model. I chose gpt-3.5-turbo-1106, latest 3.5 turbo model.



7 Activate the Retrieval option.



The screenshot shows the configuration interface for an OpenAI Assistant. On the left is a dark chat window with the text: "Customer support chatbot. Use your knowledge base to answer questions about our products and services." On the right, the "Model" dropdown is set to "gpt-3.5-turbo-1106". Under the "TOOLS" section, the "Retrieval" toggle switch is turned on and highlighted with an orange circle. Other tools like "Functions", "Code interpreter", and "FILES" are listed with their respective "Add" buttons. At the bottom are "Revert changes" and "Save" buttons.

Model: gpt-3.5-turbo-1106

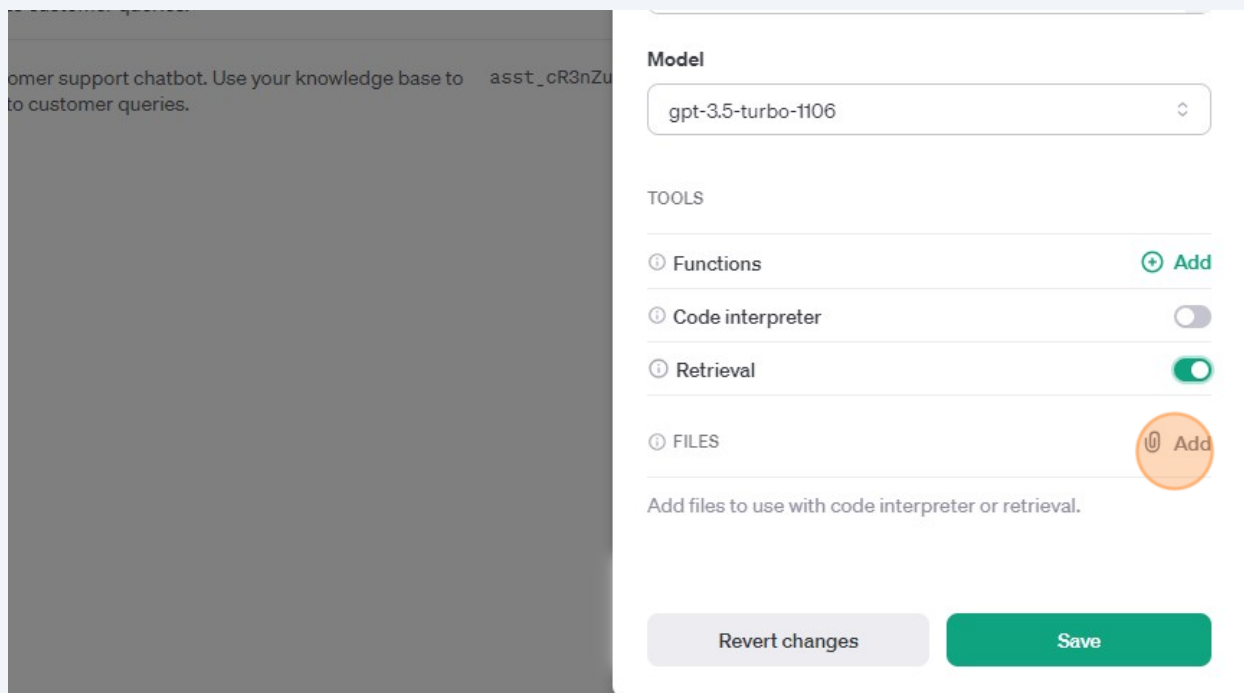
TOOLS

- Functions + Add
- Code interpreter Off
- Retrieval On
- FILES + Add

Add files to use with code interpreter or retrieval.

Revert changes Save

8 Upload your document. I uploaded SFBU catalog.



This screenshot is similar to the previous one, but the "Retrieval" toggle is now green and turned on. The "FILES" section is highlighted with an orange circle, showing an "Add" button. The chat window on the left now contains the text: "Customer support chatbot. Use your knowledge base to answer questions about our products and services." The "Model" dropdown remains "gpt-3.5-turbo-1106".

Model: gpt-3.5-turbo-1106

TOOLS

- Functions + Add
- Code interpreter Off
- Retrieval On
- FILES + Add

Add files to use with code interpreter or retrieval.

Revert changes Save

9 Click "Save" to save the model.

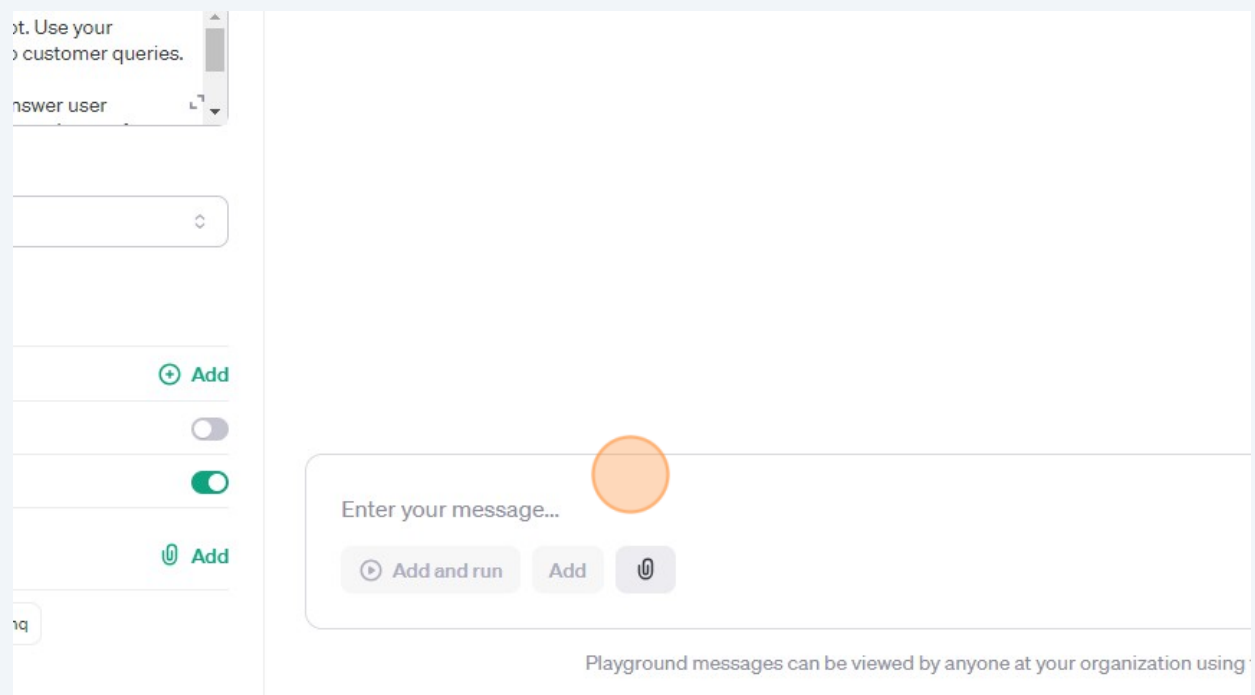
The screenshot shows a configuration panel for a model. On the left, a dark grey area contains a text prompt: "omer support chatbot. Use your knowledge base to asst_cR3nZu to customer queries." The right panel is titled "Model" and features a dropdown menu set to "gpt-3.5-turbo-1106". Below this, a "TOOLS" section lists "Functions" with an "Add" button, "Code interpreter" with a toggle switch, and "Retrieval" with a toggle switch. A "FILES" section shows a file named "SFBUCatalog.pdf" with an "Add" button. At the bottom, there are two buttons: "Revert changes" and "Save". The "Save" button is highlighted with an orange circle.

10 It's time to test it.

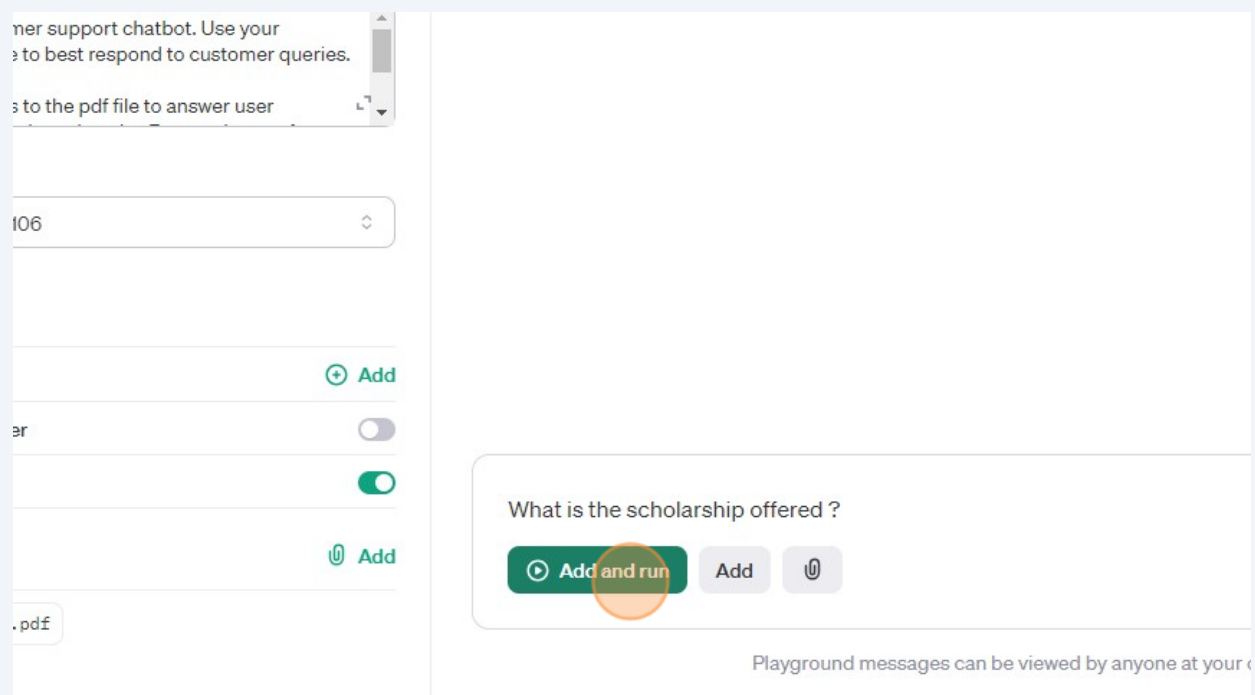
The screenshot shows the configuration panel for a bot named "SFBU Bot". The panel has a title bar with a close button and a "Test" button, which is highlighted with an orange circle. The "Name" field is set to "SFBU Bot" with a unique ID "asst_caVL8qUQChilYBuiyo9xtSMW" below it. The "Instructions" field contains the text: "Knowledge base to best respond to customer queries. You have access to the pdf file to answer user questions about the university. Extract the text from pdf file and use the content from the file to answer each question." The "Model" dropdown is set to "gpt-3.5-turbo-1106". The "TOOLS" section shows "Functions" with an "Add" button. On the left, a dark grey area displays a table of prompts and their corresponding IDs.

	ID
omer support chatbot. Use your knowledge base to asst_cR3nZu to customer queries. You have access to the pdf file r questions about the university. Extract the text...	asst_caVL8q
ful customer service system at our university.	asst_gWoVKb
ful assistant to our website, a daycare marketplace. asst_cj0oJW ss to the json file to answer user questions about nation. Extract the text from json file and use the...	asst_cj0oJW
omer support chatbot. Use your knowledge base to asst_WYWLoP to customer queries. You have access to the pdf file r questions about the university. Extract the text...	asst_WYWLoP
omer support chatbot. Use your knowledge base to asst_cR3nZu to customer queries.	asst_cR3nZu

11 After the chatbot is created, test it with your questions.



12 After you give your question, click "Add and run" and wait for response.



13 You can see assistant's response.

[Learn about the Assistants API ↗](#)

THREAD `thread_buyj9rIFMMi9N1NBFQpoeG5` Run Clear Logs

User
What is the scholarship offered ?

SFBU Bot
San Francisco Bay University offers the President's Scholarship for Bachelor's and Master's degree programs. This scholarship includes a grant for free SFBU-owned housing for approved qualified recipients. The minimum eligibility for consideration includes meeting the standard admission requirements, satisfying the minimum requirements of the Presidential Scholarship applicable to the program for which the applicant is applying, and satisfying specific additional criteria [1] .
[1]

User
what are requirements for a master's student ?

SFBU Bot
The admission requirements for the Master's degree program at San Francisco Bay University include the following:

14 Similarly, you can ask a follow up question using the "add and run" button.

[Learn about the Assistants API ↗](#)

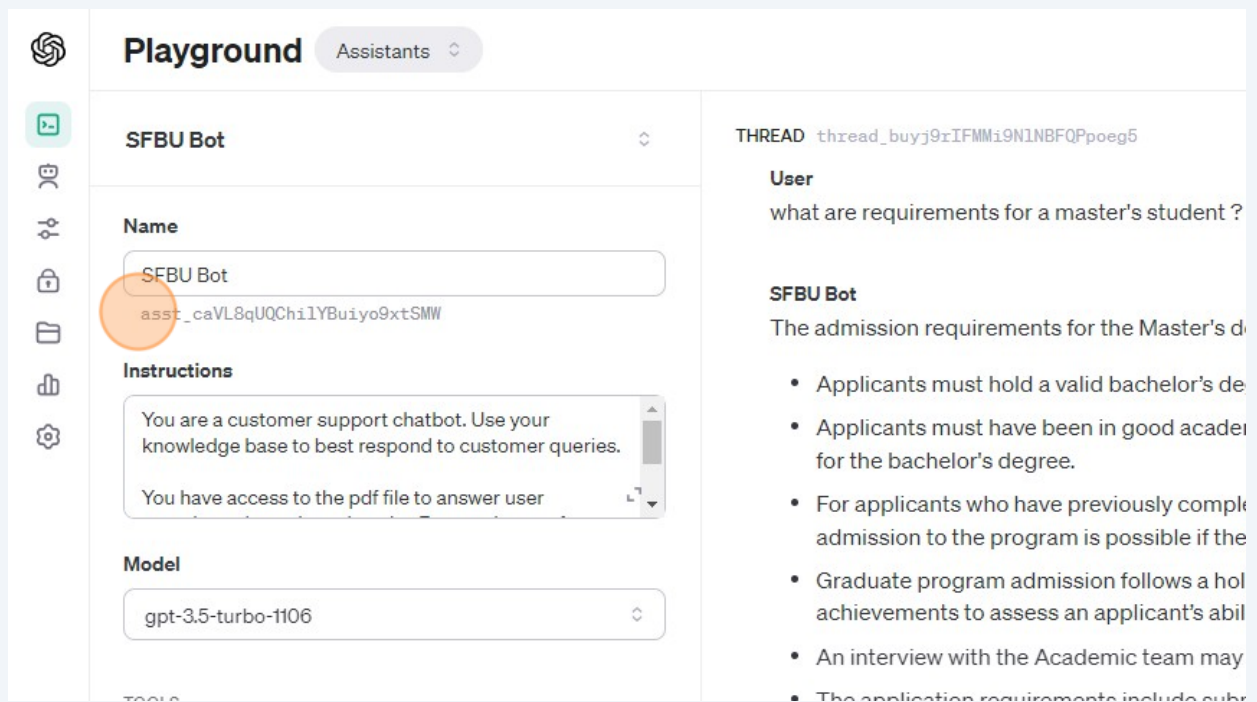
THREAD `thread_buyj9rIFMMi9N1NBFQpoeG5` Run Clear Logs

User
what are requirements for a master's student ?

SFBU Bot
The admission requirements for the Master's degree program at San Francisco Bay University include the following:

- Applicants must hold a valid bachelor's degree.
- Applicants must have been in good academic standing at the last institution attended, with a minimum CGPA of 2.5 for the bachelor's degree.
- For applicants who have previously completed a master's or doctoral level degree from an accredited institution, admission to the program is possible if they have met the program's other admissions requirements.
- Graduate program admission follows a holistic review process, considering both academic and non-academic achievements to assess an applicant's ability to succeed in the master's programs.
- An interview with the Academic team may also be conducted if necessary.
- The application requirements include submitting an online application form, a nonrefundable application fee, a copy of passport or a government-issued I.D., official transcripts from all previously attended institutions, and foreign credential evaluation by a member of National Association of Credential Evaluation Services (NACES) or Association of International Credential Evaluators (AICE) [1]

15 This is the assistant's id, you can copy and save it for later in our project.



The screenshot shows the OpenAI Playground interface. On the left, there's a sidebar with icons for chat, playground, and other features. The main area is titled 'Playground' and has a dropdown menu for 'Assistants'. The selected assistant is 'SFBU Bot'. Below this, there are fields for 'Name' (SFBU Bot) and 'Instructions' (You are a customer support chatbot. Use your knowledge base to best respond to customer queries. You have access to the pdf file to answer user). The 'Model' dropdown is set to 'gpt-3.5-turbo-1106'. On the right, there's a 'THREAD' section with a thread ID 'thread_buyj9rIFMMi9N1NBFQpoe5'. The thread shows a 'User' message: 'what are requirements for a master's student ?' and an 'SFBU Bot' response: 'The admission requirements for the Master's d...'. The response includes a list of requirements: Applicants must hold a valid bachelor's de..., Applicants must have been in good acade..., for the bachelor's degree., For applicants who have previously compl..., admission to the program is possible if the..., Graduate program admission follows a hol..., achievements to assess an applicant's abil..., An interview with the Academic team may..., The application requirements include sub...

Playground Assistants

SFBU Bot

Name

SFBU Bot

asst_caVL8qUQChilYBuiyo9xtSMW

Instructions

You are a customer support chatbot. Use your knowledge base to best respond to customer queries.

You have access to the pdf file to answer user

Model

gpt-3.5-turbo-1106

THREAD thread_buyj9rIFMMi9N1NBFQpoe5

User

what are requirements for a master's student ?

SFBU Bot

The admission requirements for the Master's d

- Applicants must hold a valid bachelor's de
- Applicants must have been in good acade for the bachelor's degree.
- For applicants who have previously compl admission to the program is possible if the
- Graduate program admission follows a hol achievements to assess an applicant's abil
- An interview with the Academic team may
- The application requirements include sub