Step to configure new Assistant to be added into Project via Backend Level

OpenAI Credential:

**Email =** [**supportdesk@ulinkassist.com**](mailto:supportdesk@ulinkassist.com)

**password = UlinkNewGPT@135!**

**OTP = (Ask devin, since devin in charge using supportdesk)**

Note: (Project will running smoothly only when the credit balance is enough on OpenAI, please daily check the balance, as this account is using by “Speedbot” & “this project”)

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(Add New Assistant into Project)

1. First need to create a new OpenAI Project Key by accessing <https://platform.openai.com/api-keys>

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1. Make sure to save/backup the created project key

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1. Add the new system prompt file into backend/prompts (.md) for the new assistant.

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1. Setup Vector Id & Upload Docs (as knowledge base) --- (Optional, only if the assistant require docs upload)

* Prepare upload docs (MUST PDF format)
* Create a Assistant Name folder under “backend/src/services/vector” (for the docs preparation before upload into vector) – JUST RUN ONCE for first setup.
* Put the docs on that folder to be upload.

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* Go to vector-upload.js (modify the project key, file name, vector name) to be set.

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* After that open Bash & cd into backend/src/services/vector
* Run the “node vector-upload.js”

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* Check OpenAI if the uploads & vector store id already there or not, if already there please backup the Vector Store ID
* Then the next step is to configure on the Database Level for the assistant.
* Open NoSQL Booster and run the datapatch for the new assistant configuration record

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Sample Datapatch assistant =

Apply the **apiKey, vectorStoreId, systemPromptFile** earlier we set to map into the assistant config.

db.assistants.insertOne({

code: 'demo\_testing',

displayName: 'Demo Testing',

description: 'Demo Testing assistant purpose',

enabled: true,

// flag for using vector document

useDocs: true,

apiKey: 'sk-proj-QVwFJo8Sy57OcRehjNLL2\_043uo\_1kO6h9MohGw3Pg8qbgiOtbjcqSgL471\_8XLSCi\_SAhdk4hT3BlbkFJpboLO5Q7B1rPMCOeyP-zOUjjfO62OENaW1\_IjA4qPNt9pxYepzoZaJAl-vKC9vvGdvkmewuhsA',

vectorStoreId: 'vs\_68fef2a3dcbc8191afbf63199a8fc5e2',

systemPromptFile: 'testing\_demo.md',

// the AI begin chat first if yes, when initiate a new session, no then user need to begin first

isFirstReply: false

});

* Once Datapatch & All above step configured, run on local to test first

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* Assistant ready to go

Note:

1. if there’s a change on the prompt level, just do update on the prompt level of the backend/prompts/{file}.
2. If there’s a change or need add new document to the assistant, please upload into existing docs into existing vector store id per assistant being initiated.

All config could be find by assistants records

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Thank You!