CI-Buddy Manual

Explore the possibilities of CI- Buddy!!

The Purpose of this document is to list down all the features and function of the CI-Buddy and what all it offers to Centric India Employees.

This is a desktop application that allows users to find all company related information, important websites and links, email communications and a few general available data the employee may need often in their Centric Journey.
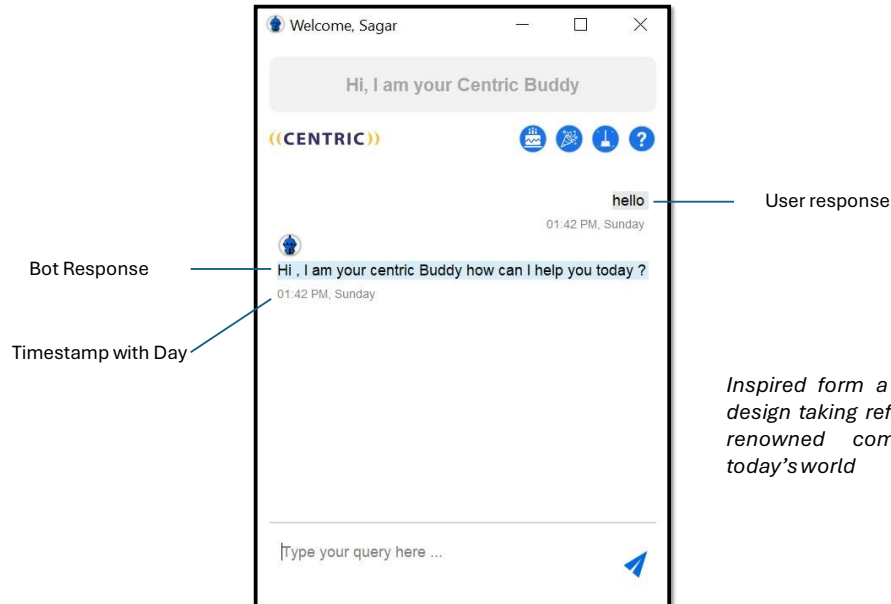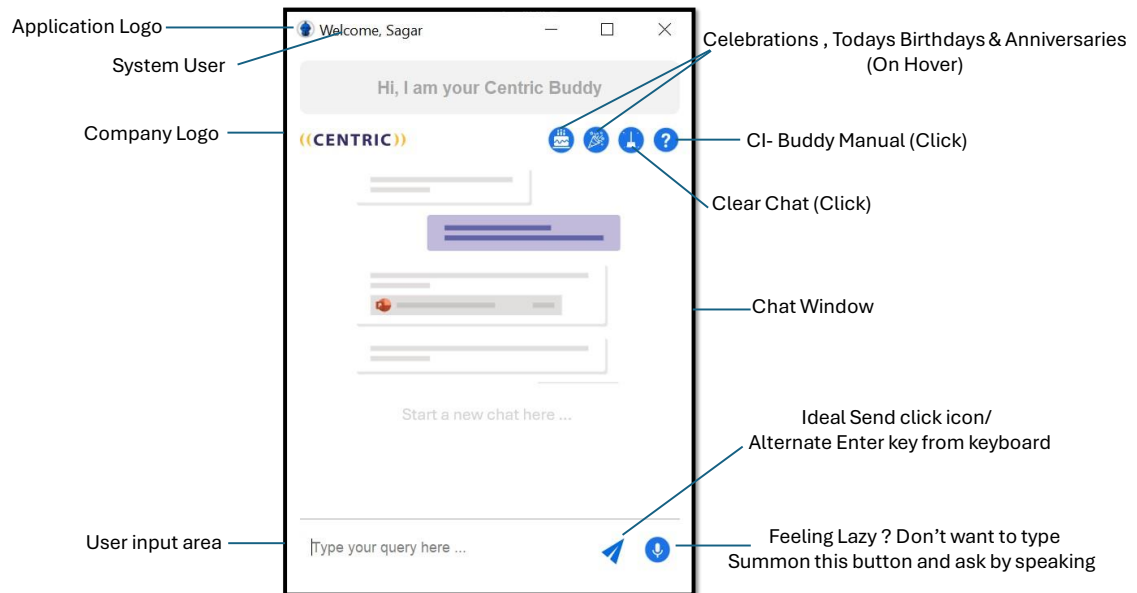
You May Ask CI-Buddy About:

- Centric History facts

- Centric Core values; Operations; Current Roles etc.,

- Centric HR policies related information

- Centric internal Websites (payroll, timesheet; learning paths; employee portal etc.,)

- Centric Escalations (DLs of IT; Admin; HR; Leads etc.,)

Alerts:

- Battery Low/Full Voice Alerts. *It's time for devices to get rid of their worst nightmare of overcharging or users losing work on low charge shutdowns.*

- Timesheet Voice Reminders (on Fridays)

CI-Buddy User Interface

Application Logo

System User

Company Logo

Celebrations , Todays Birthdays & Anniversaries
(On Hover)

CI- Buddy Manual (Click)

Clear Chat (Click)

Chat Window

Ideal Send click icon/
Alternate Enter key from keyboard

User input area

Feeling Lazy ? Don't want to type
Summon this button and ask by speaking

Welcome, Sagar

Hi, I am your Centric Buddy

((CENTRIC))

Start a new chat here ...

Type your query here ...

Welcome, Sagar

Hi, I am your Centric Buddy

((CENTRIC))

hello   User response
01:42 PM, Sunday

Bot Response

Hi , I am your centric Buddy how can I help you today ?
01:42 PM, Sunday

Timestamp with Day

Inspired form a modern UI design taking reference from renowned commuters in today's world

Type your query here ...

((CENTRIC))

Smart Keywords (Enter same in chat):
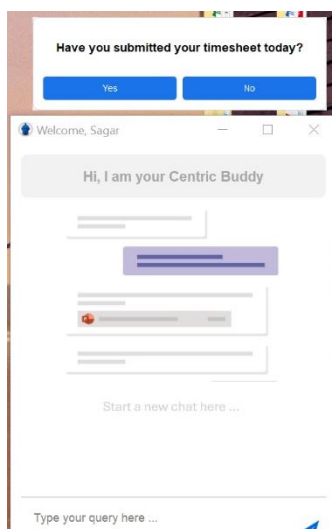
- ✚ Send birthday wishes to <full name> - will draft email for birthday wish to the mentioned person/employee.

- ✚ Send anniversary wishes to <full name> will draft email for birthday wish to the mentioned person/employee.

- ✚ Help – will open Bot Manual in a window.

- ✚ Clear – will clear the chat window.

Voice Inputs:

Yes, you heard it right!! We have a special feature enabled it for you where you can click the voice icon and speak your next question to the CI-Buddy.

Isn't it Cool?

Timesheet Reminders Pop Up:

Timesheet reminder will have two buttons 'Yes' and 'No'

Yes – will close the pop up

No - will show a guide on chat providing URL to take action on timesheet submission.