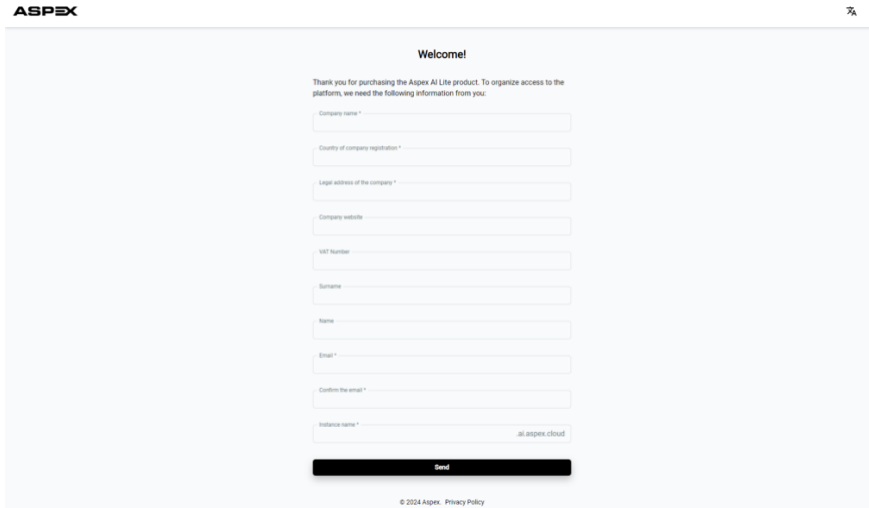


ASPEX AI Onboarding Instruction

When you subscribe to ASPEX AI, you'll be redirected to the onboarding form. This form is available in English and Russian. You need to provide the necessary data to proceed:



ASPEX 🔍

Welcome!

Thank you for purchasing the Aspek AI Lite product. To organize access to the platform, we need the following information from you:

Company name *

Country of company registration *

Legal address of the company *

Company website

VAT Number

Surname

Name

Email *

Confirm the email *

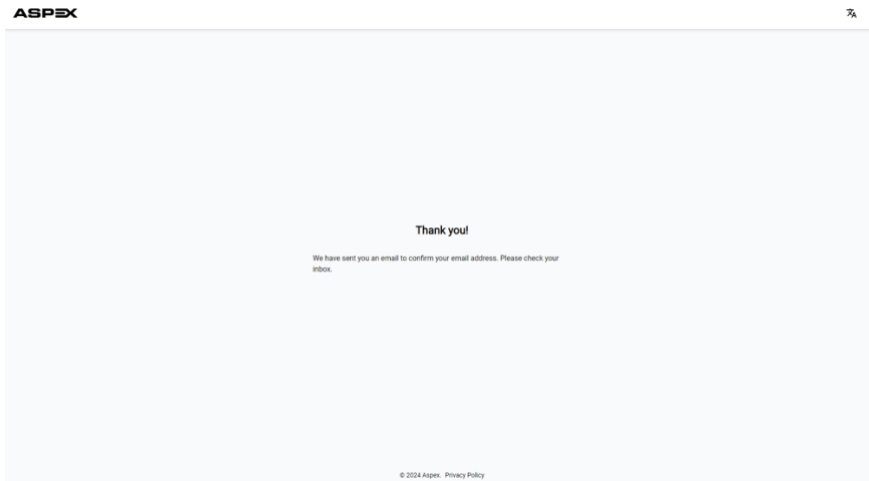
Instance name * all.aspek.cloud

Send

© 2024 Aspek. Privacy Policy

Your instance name is the URL by which you will access your unique product instance.

After filling out and submitting the form, you'll receive an email asking you to activate your account. You will need to open the link provided to confirm your account.



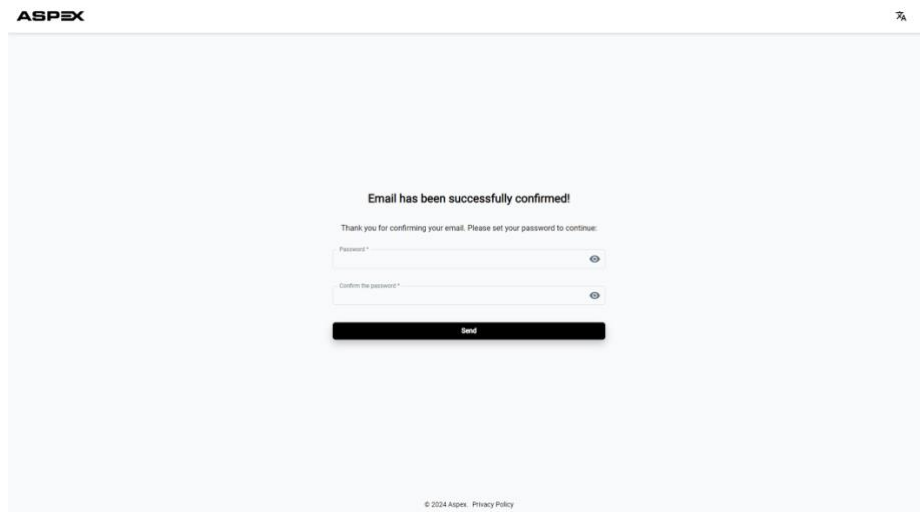
ASPEX 🔍

Thank you!

We have sent you an email to confirm your email address. Please check your inbox.

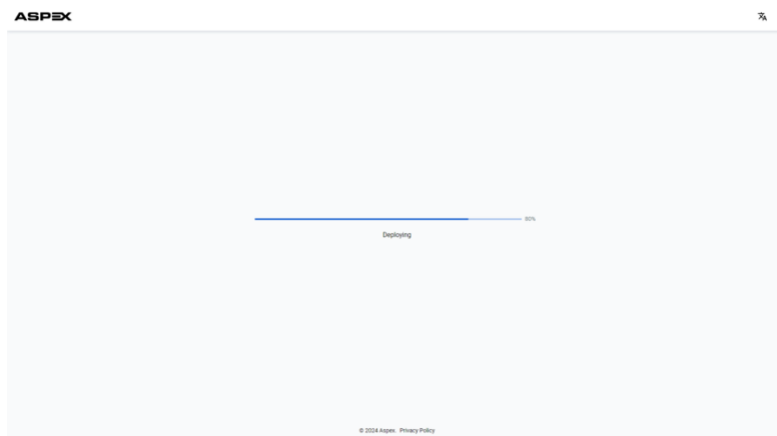
© 2024 Aspek. Privacy Policy

When you open the link, you'll be asked to set your account password. This is the last step before your application instance is created:

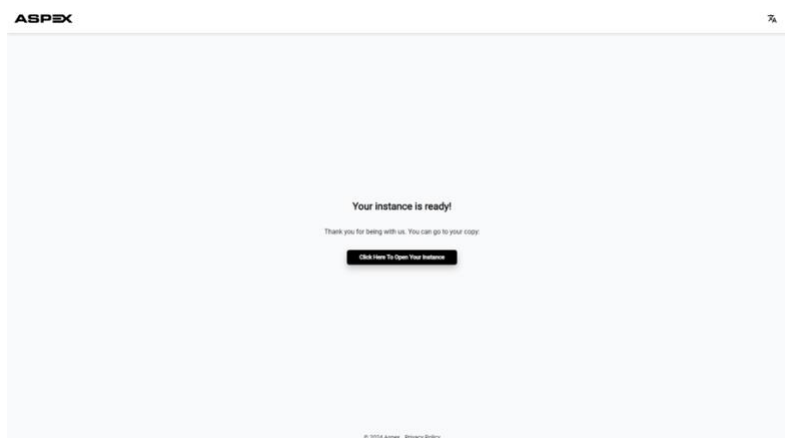


The screenshot shows the ASPeX web interface. At the top left is the ASPeX logo, and at the top right is a close button. The main content area displays a confirmation message: "Email has been successfully confirmed!". Below this, a smaller message reads: "Thank you for confirming your email. Please set your password to continue:". There are two input fields: "Password *" and "Confirm the password *", each with a toggle icon to the right. A black "Send" button is positioned below the second field. At the bottom center, there is a small copyright notice: "© 2024 Aspex. Privacy Policy".

After successfully setting your password and submitting the form, you'll be greeted by the deployment master.



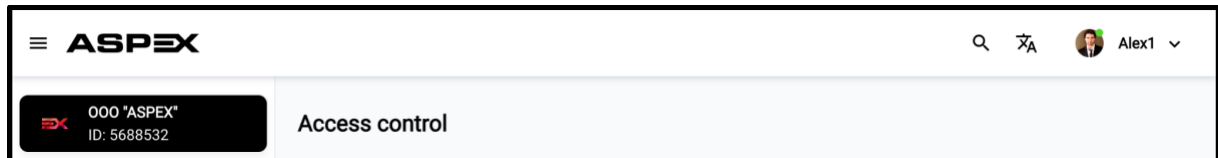
You do not need to input any information and you can safely navigate off the page. You will receive an email as soon as the deployment is complete:



If you wait for the master to complete, you'll be given a link to your instance.

ASPEX AI Admin Panel Instructions

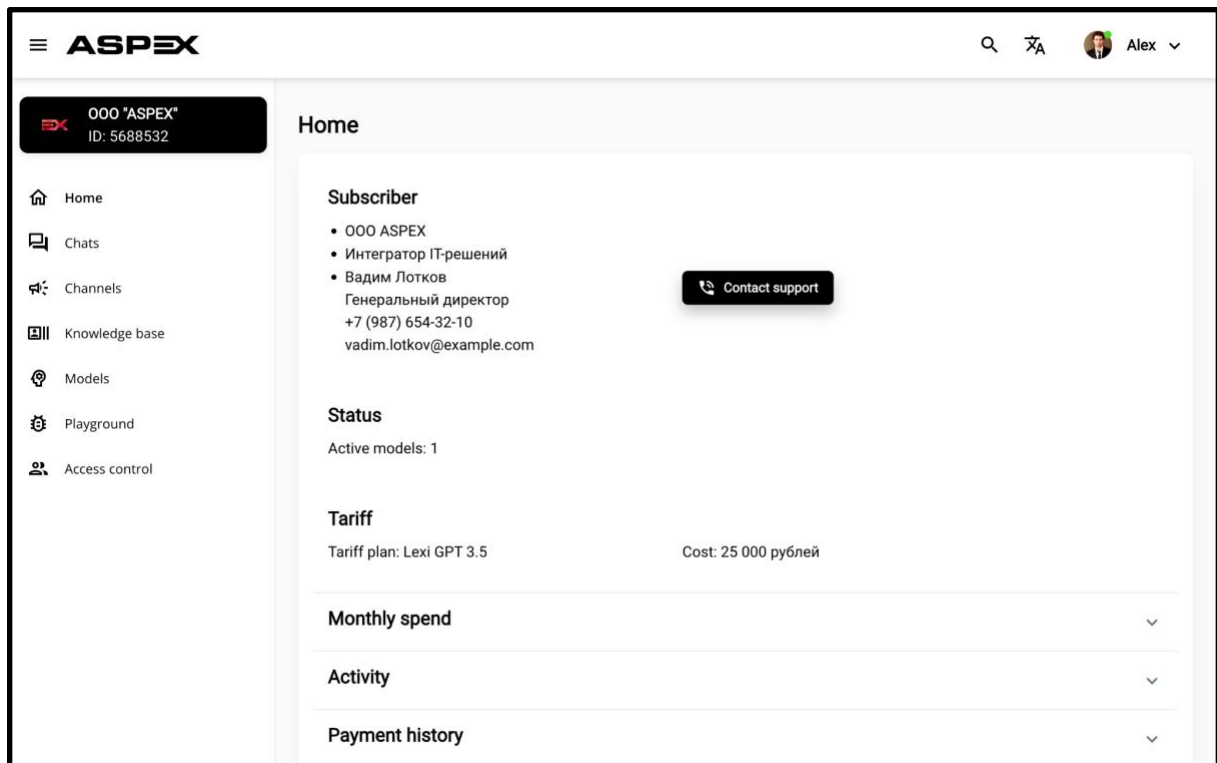
In your ASPEX AI personal account, you can independently train the model and connect it to the necessary sources.



Header

You can:

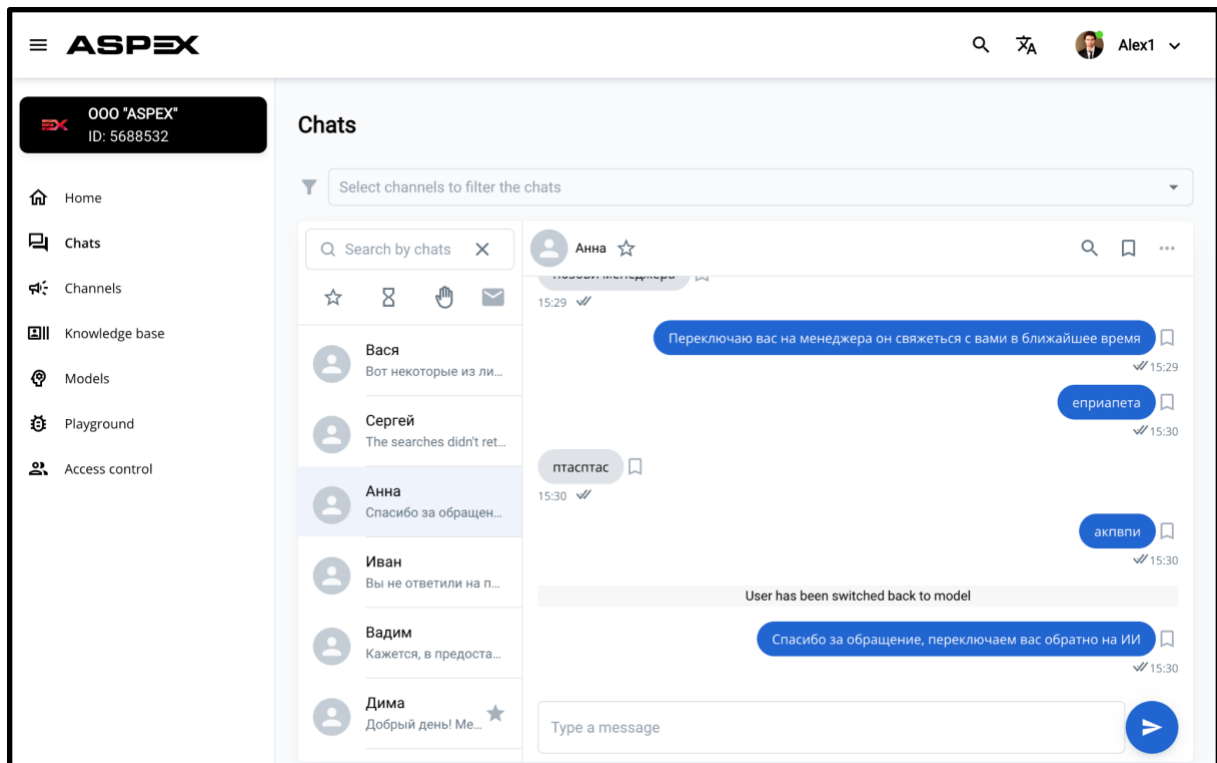
- go to your profile to set up your photo, full name and account password
- switch interface language
- search by keywords



Home Page

Here you can:

- see information about yourself
- contact technical support
- see models status
- see the current tariff
- track token costs, activity
- view payment history



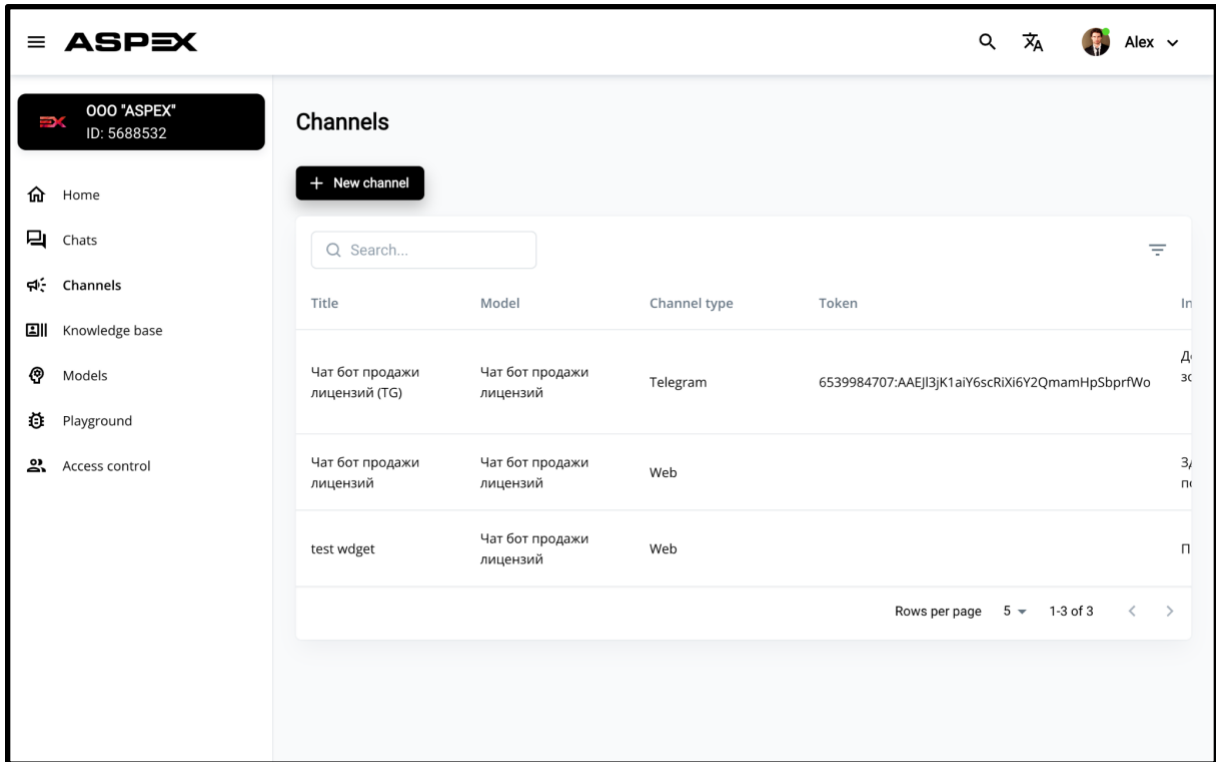
Chats Management

Here you can:

- see all correspondence with your clients
- select the channel from which you want to see chats
- filter by favorite chats (star), clients who are waiting for an answer (hourglass), clients who call the manager (hand)
- search chats by keywords

Inside chats you can:

- see all correspondence between the client and the AI and conduct a dialogue independently
- add correspondence to favorites
- search messages by keywords
- add individual messages to favorites

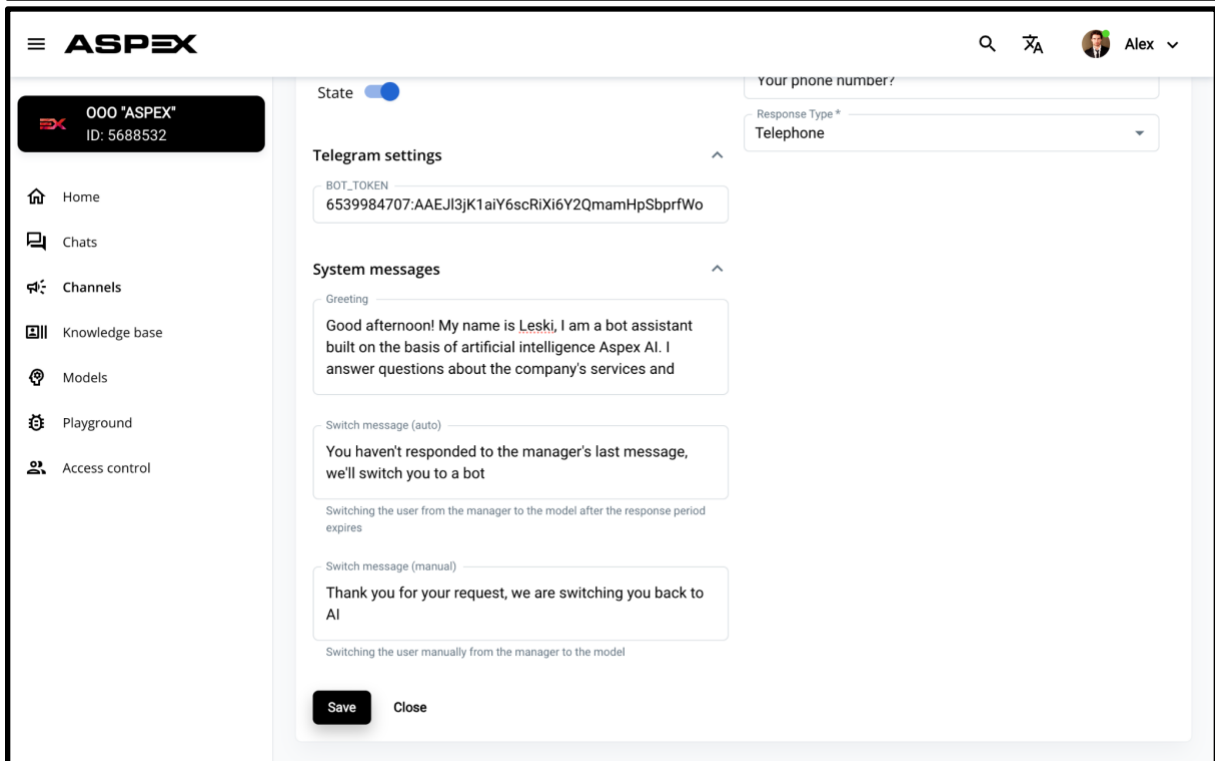
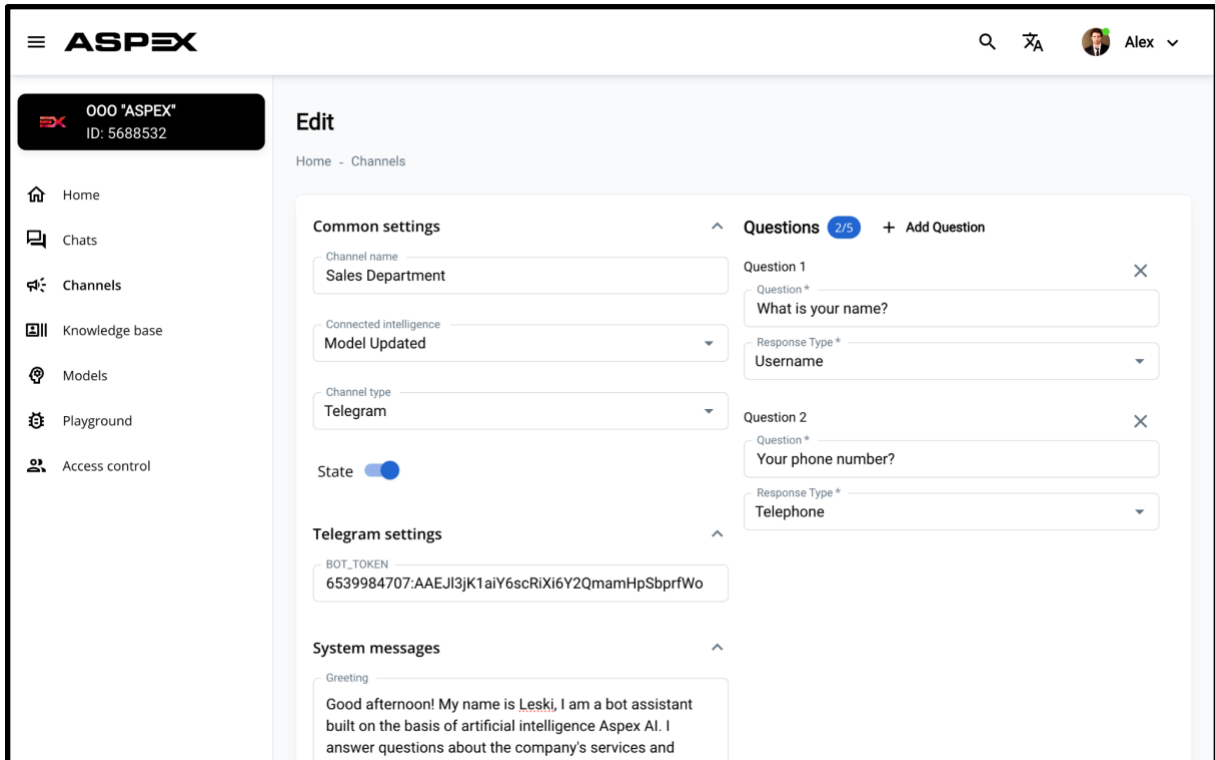


Channels

In this section you can manage all connected channels and connect new ones

To connect a new channel, you need to click on the “New channel” button

Next you will see the following screen:

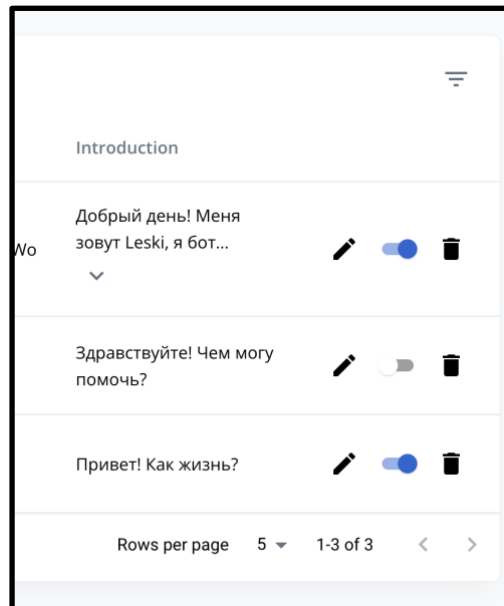


Here you need to:

- name your channel
- select AI model
- select channel type
- indicate your bot token
- customize the bot's welcome message

- configure messages - toggle
- add questions that will help you learn more about the client

Also, if you scroll all the way to the right on the home screen, you can see the channel controls:



Here you can:

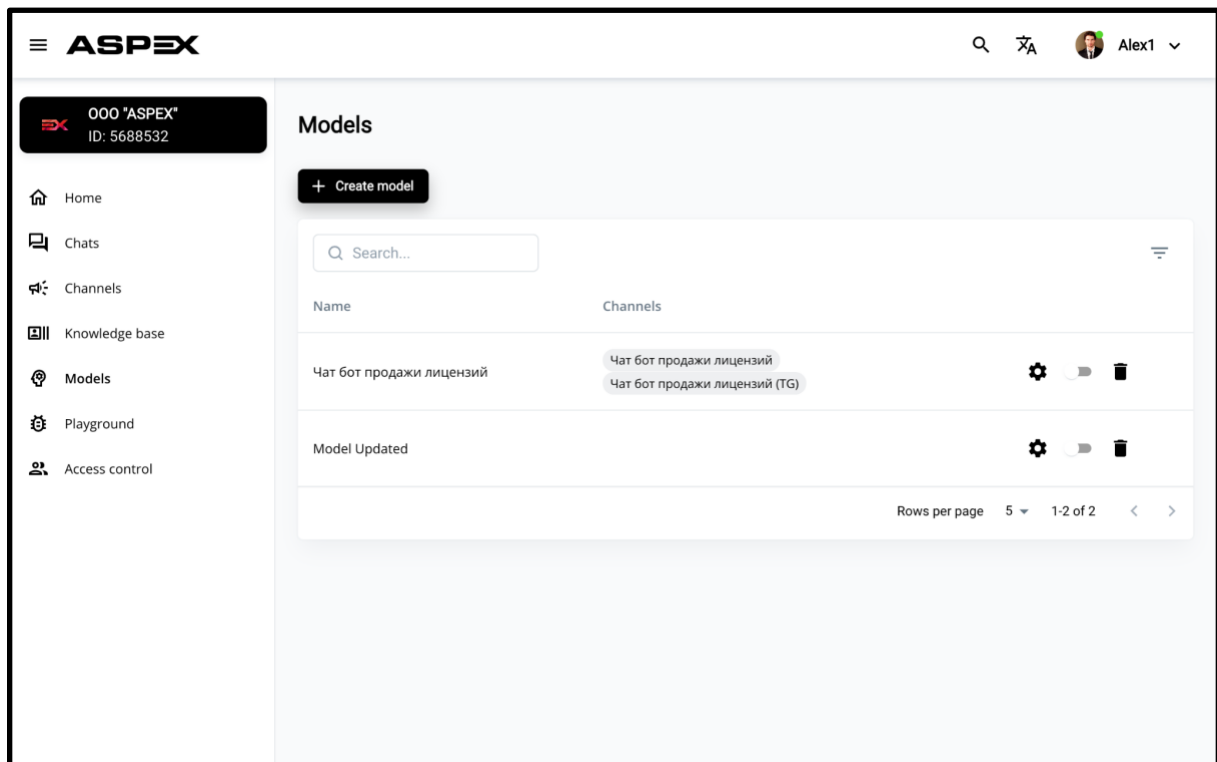
- edit settings of the connected channel
- turn channels on and off
- delete channel

Category / File	Description	Size	Created date
Категория 2			12.01.2024
new.xlsx		6.29 kB	12.01.2024
Категори 4			12.01.2024
Price.xlsx	Цены на лицензии MS	39.16 kB	12.01.2024
Категори 14			12.01.2024
price file.xlsx		6.29 kB	15.01.2024
new.xlsx		6.29 kB	15.01.2024

Knowledge management

This section will help you manage the knowledge base for your AI models. Here you can:

- add categories (folders) of files
- add files
- download downloaded files
- rename files and categories
- delete files and categories
- also see all the information about the files: description and file size



Models

Here you can manage existing models and create new ones. To create a new model, you need to click on the “Create model” button. You will see three sections: model, knowledge and training. You can also customize existing models, disable and enable them and delete them accordingly. After clicking you will see the following window:

ASPEX

000 "ASPEX"
ID: 5688532

Home - Models - New model

Model Knowledge Training

General Settings

Title *

Channels

Breaker

Retriever

Stylist

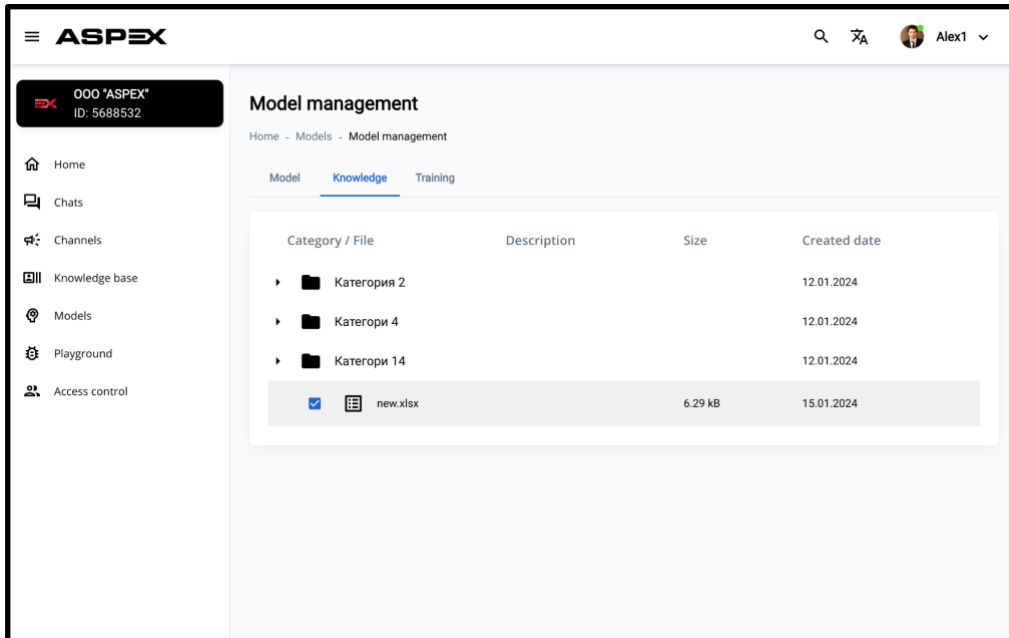
Save Clear

Model Settings - Model

You need to do the following in the Model section:

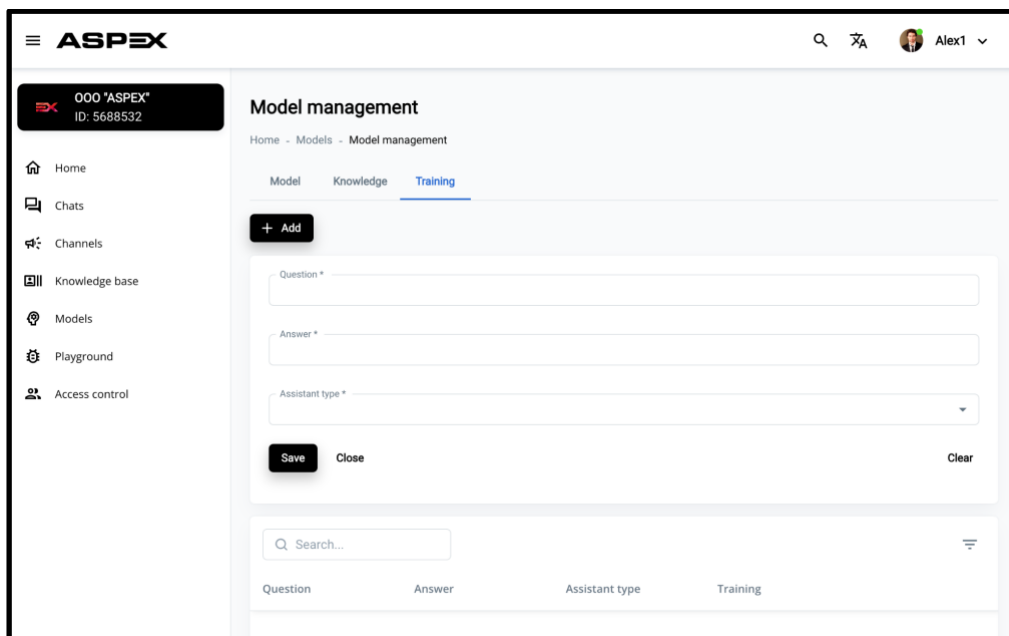
1. Fill in the model name
2. Select connection channel
3. Set up breaker
4. Set up the retriever
5. Set up Stylist

***Once you have completed everything and created the model, you will be able to open the knowledge and training section**



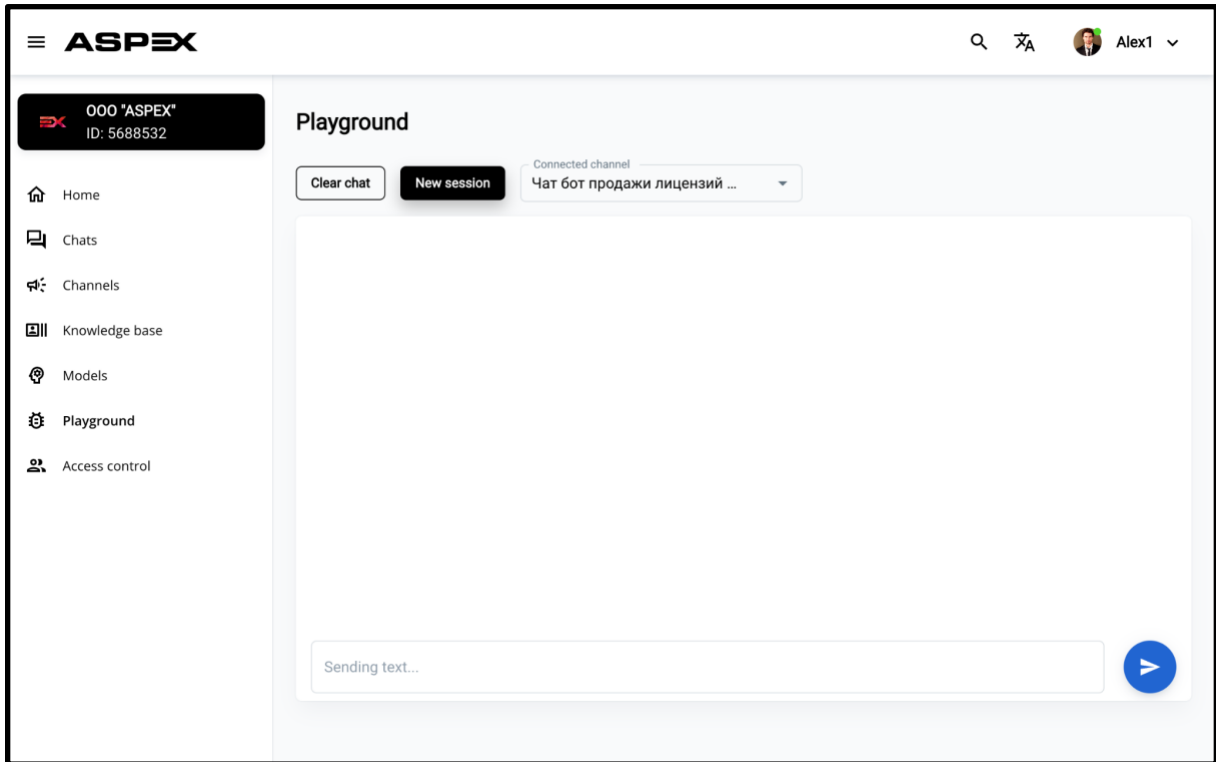
Model Settings - Knowledge

Here you can see all connected files and data to your model



Model Settings - Training

In this section, you can train your model by entering a question, the desired answer to it and selecting assistant type. To add a new question, you need to click on the "Add" button



Playground

In this section you can make test requests to your bot. It is possible to clear the chat, start a new session and select a connected communication channel. This is necessary in order to check whether everything works as it should and the bot has learned all the new data.

000 "ASPEX"
ID: 5688532

Home
Chats
Channels
Knowledge base
Models
Playground
Access control

Access control

Users Groups SSO Settings

+ Add user

Search...

Email	Name	Groups	Date of creation	Status
aleksandra.andreevna00@list.ru	Aleksandra	Администратор; Пользователь	07 Dec 2023 9:22 AM	Active
aspex@demo.com	Алексей	Администратор; Пользователь	27 Apr 2023 11:20 AM	Active

Rows per page 5 1-2 of 2

Access Control

This section is intended for managing users and setting up access for them. You can add a new user, create separate groups (departments) from several users, configure an SSO connection.