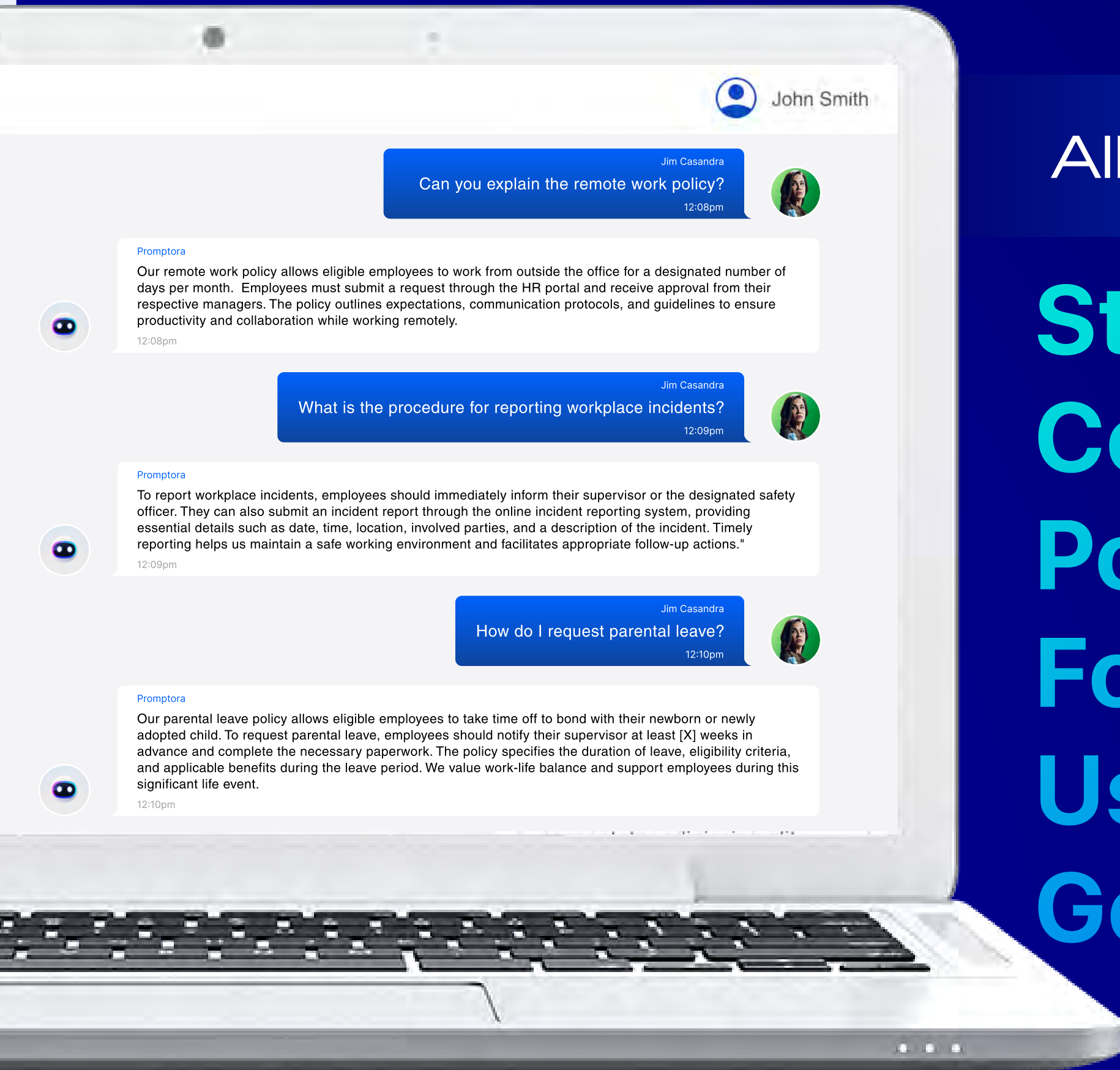


Promptora.ai
Hello! How can I help you?
12:12am

Jim Casandra
Can you explain the remote work policy?
12:12pm



All Industry

Streamlining Company Policies For Employees Using Generative-AI

Navigating through an extensive collection of company policies can be time-consuming and overwhelming for employees. Locating specific information or understanding complex policies may lead to confusion and compliance issues. It becomes crucial to bridge the gap between policy documentation and employee comprehension to ensure seamless operations.

How Promptora Helps?

Promptora revolutionizes policy management by leveraging generative AI capabilities. With Promptora, employees can access policies using natural language prompts, simplifying information retrieval and comprehension. By eliminating ambiguity, Promptora streamlines policy understanding, promotes adherence, and enhances overall compliance. Unlock the power of your policies with ease and efficiency.

Promptora-in-Action



Step 1

Upload or Connect Database

Administrators can effortlessly upload their company policies or connect to an existing policy database within Promptora. The platform supports various formats, including PDF, Word, and Excel, ensuring compatibility with your policy documentation.

Step 2

Interactive Conversations

Engage in interactive conversations with Promptora to obtain policy-related information. Employees can ask questions using natural language prompts specific to company policies, such as "What is the procedure for requesting time off?" or "What is the expense reimbursement policy?" Promptora's generative AI will provide comprehensive and accurate responses, enabling employees to access policy details efficiently.

Sample Conversations:



Jim Casandra

Can you explain the remote work policy?

12:08pm



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Our remote work policy allows eligible employees to work from outside the office for a designated number of days per month. Employees must submit a request through the HR portal and receive approval from their respective managers. The policy outlines expectations, communication protocols, and guidelines to ensure productivity and collaboration while working remotely.

12:08pm



Jim Casandra

What is the procedure for reporting workplace incidents?

12:09pm



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To report workplace incidents, employees should immediately inform their supervisor or the designated safety officer. They can also submit an incident report through the online incident reporting system, providing essential details such as date, time, location, involved parties, and a description of the incident. Timely reporting helps us maintain a safe working environment and facilitates appropriate follow-up actions.

12:08pm



Jim Casandra

How do I request parental leave?

12:10pm



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Our parental leave policy allows eligible employees to take time off to bond with their newborn or newly adopted child. To request parental leave, employees should notify their supervisor at least [X] weeks in advance and complete the necessary paperwork. The policy specifies the duration of leave, eligibility criteria, and applicable benefits during the leave period. We value work-life balance and support employees during this significant life event.

12:08pm





Utilize Promptora's generative AI capabilities to effortlessly access and comprehend your company policies. Simplify policy management and empower your employees with a user-friendly and intuitive approach.

#Promptora
#PolicyManagement
#GenerativeAI