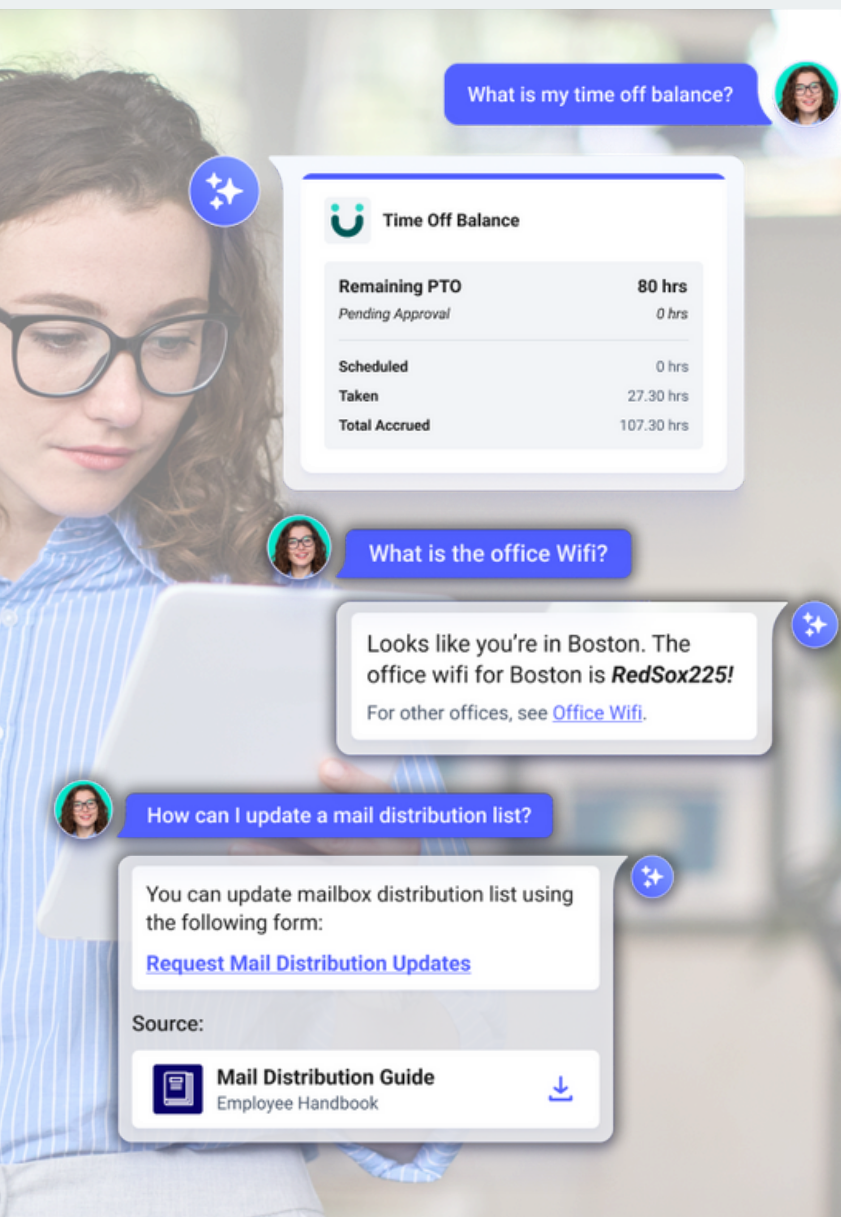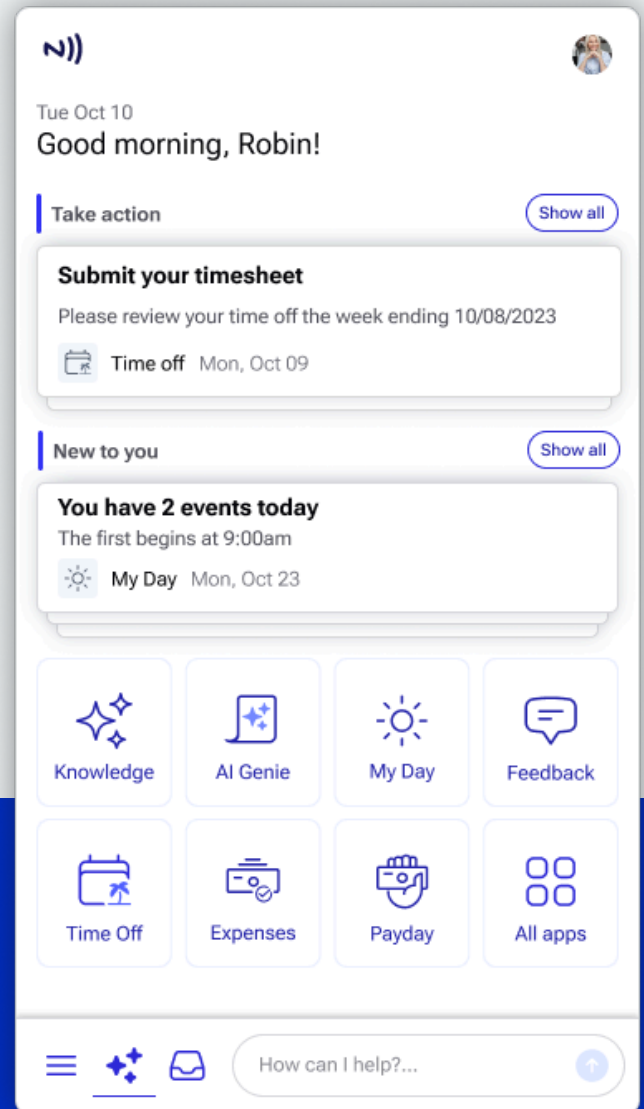# Meet Workgrid: Your AI Assistant

Workgrid is an intelligent conversational AI platform that integrates actions and information into the flow of work, keeping employees engaged, informed, and productive.

- **Simplify and automate** tasks and workflows. From expense approvals to resolving IT issues, reduce steps, and complete actions in one click.

- **Find contextual information** from across your enterprise systems, documents, and knowledge repositories.

- **Anticipate needs** by nudging you on important tasks, communications, and system alerts that you need to know or act on from timesheet reminders to HR/IT information.

Tue Oct 10
Good morning, Robin!

Take action — Show all

Submit your timesheet
Please review your time off the week ending 10/08/2023
Time off   Mon, Oct 09

New to you — Show all

You have 2 events today
The first begins at 9:00am
My Day   Mon, Oct 23

Knowledge   AI Genie   My Day   Feedback

Time Off   Expenses   Payday   All apps

How can I help?...

What is my time off balance?

Time Off Balance

Remaining PTO	80 hrs
Pending Approval	0 hrs
Scheduled	0 hrs
Taken	27.30 hrs
Total Accrued	107.30 hrs

What is the office Wifi?

Looks like you're in Boston. The office wifi for Boston is **RedSox225!**
For other offices, see Office Wifi.

How can I update a mail distribution list?

You can update mailbox distribution list using the following form:
Request Mail Distribution Updates

Source:
Mail Distribution Guide
Employee Handbook

Designed for your digital workplace

The AI Assistant acts as a copilot for your workday. By integrating across all your business applications and knowledge sources, employees are provided with a single natural language interface to easily find information, generate content, and complete tasks across multiple domains within your enterprise.

With its multi-channel capabilities, the Assistant is designed to work alongside employees, providing constant guidance and personalized assistance wherever your employees work including in the browser, Microsoft Teams, the Intranet, SharePoint, or any web page.

Workgrid

Supporting Employees Across the Enterprise

Drive employee productivity with an AI Assistant that provides immediate answers, intelligent insights, and automated tasks around the clock and across every job function.

IT

- Helpdesk
- IT Approvals
- Outage Alerts
- Self Service
- Service Catalog
- Software Provisioning
- System Diagnosis

Time to update your password.
Your current password will expire in 15 days.

HR

- Behavioral Nudges
- Benefits
- Case Management
- HCM Approvals
- Learning Management
- Onboarding
- Time Management

How much PTO do I have left?

UKG Time off

Remaining PTO		92 hrs
Scheduled		48 hrs
Taken		12 hrs
Total Accrued		160 hrs

Finance

- Content Generation
- Expense Management
- Pay
- Payment Alerts
- Policies
- Procurement Approvals
- Travel
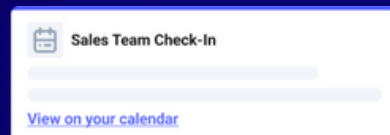
What is the travel expense allowance?

The per diem rate is $100 per day.
Source: Travel Policy.

Sales

- Asset Discovery
- Chat to Salesforce
- Content Generation
- CRM Alerts & Approvals
- Search Calendar
- Search Email
- Transcribe Meetings

Is there a sales team check-in this week?

Sales Team Check-In

View on your calendar

Manage AI Agents at Scale for Every Employee

One Platform, Infinite Possibilities

Workgrid provides a cost-effective and scalable solution for creating and deploying AI Agents designed to improve productivity for employees across any job function. Easily tailor AI experiences to specific user groups, personas, or departments and deliver them in the channels they already work in.

Harness the Power of AI on Your Own Terms

Workgrid delivers a truly composable conversational AI platform that readily supports non-AI and AI use cases. From simple Q&A and workflows – to advanced GenAI and agentic capabilities, empower every employee with the right level of AI.

Scale Effortlessly with our Low-Code Builder

Craft AI Agents without relying on traditional pro-code development or costly professional services when you build use cases using our drag-and-drop, low-code editor. Choose from over 50+ pre-defined templates or build from scratch.

Data and Security Prioritized

Workgrid provides robust controls and audit trails for monitoring AI interactions. Workgrid AI models are not trained on customer data and Workgrid offers the flexibility for customers to integrate their own LLMs for greater control.