



Shiva Boys' Hindu College
presents

SAGE AI

USER MANUAL & PROMPT GUIDE

What Sage AI Offers:

- 24/7 Instant Support
- Access School Information
- Virtual Study Buddy
- Friendly and Personalized



More Information

 www.shivaboys.edu.tt/SageAI.html

Developed by StefanTheProgrammer

Table of Contents

Sage AI Assistant — User Manual & Prompt Guide	3
What is an AI Assistant?	3
Benefits of Sage — The AI Assistant for Shiva Boys' Hindu College.....	3
How to Interact with Sage.....	4
Do's and Don'ts	5
Using Sage for Study Purposes.....	5
Limitations & What Sage Cannot Do.....	5
Tips for Getting the Best Answers.....	6
Sample Interaction Flow	6
Sample User Prompts for Sage.....	7
Application Programming Interface (API) Order	8

Sage AI Assistant — User Manual & Prompt Guide

Welcome to Sage, your friendly AI assistant for **Shiva Boys' Hindu College**! Whether you're a student, teacher, or parent, Sage is here to help with information about the school, syllabuses, and more.

What is an AI Assistant?

An AI Assistant is a software program powered by artificial intelligence that can understand and respond to human language. It acts like a virtual helper you can talk or type to, capable of answering questions, providing information, and assisting with tasks in a natural, conversational way. Unlike simple chatbots, AI assistants learn from data and can handle a wide range of topics intelligently and adaptively.

Benefits of Sage — The AI Assistant for Shiva Boys' Hindu College

Sage is a specialized AI assistant designed specifically for our school community. Here are some of the key benefits:

24/7 Instant Support: Sage is always available to answer your questions instantly, no matter the time of day, providing timely help without waiting for human staff.

Accurate School Information: Sage provides accurate details about school policies, syllabuses (CSEC, CAPE), news, co-curricular activities and more, ensuring you get reliable answers based on official data.

Friendly & Personalized: Sage speaks naturally and warmly, creating a friendly environment that makes it easier to get the help you need without feeling overwhelmed.

Helps Students, Parents & Staff: Whether you're a student seeking academic support, a parent looking for contact info, or staff needing quick references, Sage is built to assist everyone effectively.

Saves Time & Resources: By automating routine queries, Sage frees up school personnel to focus on more complex tasks, improving overall efficiency.

Learning & Improving: Sage learns from interactions and is regularly updated to provide better responses and cover new topics as the school evolves.

How to Interact with Sage

Sage understands natural language, so you can ask questions just like you would a real person. Here's how to get the best responses:

1. Be Clear and Specific

Try to ask direct questions or give enough context so Sage knows what you mean.

Example:

- Good: "What are the school hours for classes on Monday?"
- Less clear: "When school?"

2. Use Simple Language

Sage works best with simple, straightforward sentences. Avoid overly complex or long questions.

3. Refer to Shiva Boys' Hindu College Directly

Mentioning "Shiva Boys" or "the school" helps Sage focus answers on relevant local info.

4. Sample Prompts

About the School:

- "What is the school motto of Shiva Boys' Hindu College?"
- "Where is Shiva Boys' Hindu College located?"

Syllabus and Study Help:

- "Can you explain the math syllabus for CSEC?"
- "What specific objectives are covered in the CSEC English A syllabus?"
- "Give me tips to study for the CSEC exams."

General Questions:

- "Who is the Prime Minister of India as of 2025?"
- "What is the weather like in Trinidad today?"

Do's and Don'ts

Do:

- Ask questions related to Shiva Boys' Hindu College or its syllabuses for the best info.
- Use clear and polite language.
- Provide context or specify the exam level (e.g., CSEC or CAPE) for syllabus questions.
- Feel free to ask general knowledge or web-searchable questions; Sage will try its best.

Don't:

- Ask for personal information about staff or students (privacy is protected).
 - Request political opinions or controversial topics (Sage avoids these).
 - Use slang or very informal language that might confuse Sage.
 - Expect Sage to provide confidential or unpublished school plans or data.
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Using Sage for Study Purposes

Sage can assist with learning by providing:

- **Syllabus summaries and explanations** for CSEC and CAPE subjects loaded into its knowledge base.
- **Study tips and strategies** for exams and coursework.
- **Quick facts and clarifications** about subject topics and/or objectives.

If Sage can't find a clear answer about Shiva Boys' Hindu College, it will guide you to contact the school directly.

Limitations & What Sage Cannot Do

- Sage's **core knowledge** is based only on official Shiva Boys' Hindu College data loaded in its knowledge base and CSEC Mathematics, CSEC English A, CSEC IT and CAPE Computer Science. More subjects will be uploaded in the future.
- For questions **outside the school scope**, Sage uses AI reasoning plus web search fallback but **cannot guarantee accuracy** for external topics.
- Sage **does not provide personal data** or confidential information.

- Sage **avoids politics, religion, and sensitive topics** to maintain a safe and respectful environment.
 - Very long, vague, or multi-part questions may lead to less precise answers.
 - Sage **cannot replace teachers or official school communications** — always verify critical info with school staff.
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Tips for Getting the Best Answers

- **Be specific:** Include key terms and details. For example, “Explain the CAPE Biology syllabus” instead of just “Biology.”
 - **Break complex questions into smaller parts:** Instead of one long question, ask step-by-step.
 - **Use keywords:** Such as “CSEC,” “motto,” or “principal” to guide Sage.
 - **If unsure, rephrase your question:** Sometimes changing wording helps Sage understand better.
 - **Check multiple sources:** Use Sage as a helpful guide but confirm important facts with official school resources.
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Sample Interaction Flow

User: “What departments are there at Shiva Boys’ Hindu College?”

Sage: “Shiva Boys’ Hindu College has three departments including

1. Business, Information Technology & Modern Studies Department,
2. Mathematics & Science Department,
3. Language Department.

For more detailed information, you can visit the school website or contact the school directly at (868) 372-8822.”

User: “Can you summarize the CSEC math syllabus?”

Sage: “Sure! The CSEC Math syllabus covers topics such as Algebra, Geometry, Trigonometry, and Statistics. Would you like details on a specific topic?”

User: “Who is the Prime Minister of India?”

Sage: “Let me check... As of May 2025, Narendra Modi is the Prime Minister of India.”

Sample User Prompts for Sage

About Shiva Boys' Hindu College

- What is the motto of Shiva Boys' Hindu College?
- Where is Shiva Boys' Hindu College located?
- What is the phone number of Shiva Boys' Hindu College?
- How can I contact Shiva Boys' Hindu College by email?
- What departments does Shiva Boys' Hindu College have?
- What extracurricular activities are available at Shiva Boys' Hindu College?
- When are the school holidays this year?
- How do I find the latest news about Shiva Boys' Hindu College?
- Who is the principal of Shiva Boys' Hindu College?
- How do I get to Shiva Boys' Hindu College?
- What are the opening hours of the school office?

Academic Support & Studies

- Can you help me with the CSEC math syllabus topics?
- What are the key objectives for the English A CAPE syllabus?
- What subjects are offered at Shiva Boys' Hindu College?
- Can you explain a topic from the CAPE math syllabus?
- How do I prepare for the Caribbean Secondary Education Certificate exams?
- What study resources does Shiva Boys' Hindu College provide?
- Can you quiz me on some topics from the syllabus?
- How is the exam timetable structured?
- What departments handle science subjects?

General and Other Useful Queries

- What is the school's motto?
- Are there any upcoming school events or meetings?
- What is the history of Shiva Boys' Hindu College?

Study Help Without Reference to Syllabus

- Can you help me understand quadratic equations?
- Explain the difference between poetry and prose.
- What is the scientific method?
- How do I write a good essay?
- What are some tips for public speaking?
- Can you help me with grammar rules?
- What are important dates in Caribbean history?
- How do photosynthesis and respiration work?

Application Programming Interface (API) Order

If a question is **not related to Shiva Boys' Hindu College** or the loaded syllabus knowledge base, Sage will still try to answer using the RAG + AI + web search fallback, e.g.:

- Who is the prime minister of India?
- What is the weather like in Trinidad today?
- Search for bookstores in Penal.