

GIES CHAT

Build your own AI agent

Write instructions. Add your documents. Pick a model.
Share it with your class and see how they use it.

Gies College of Business · Gies Chat · Powered by AI Hub

START HERE

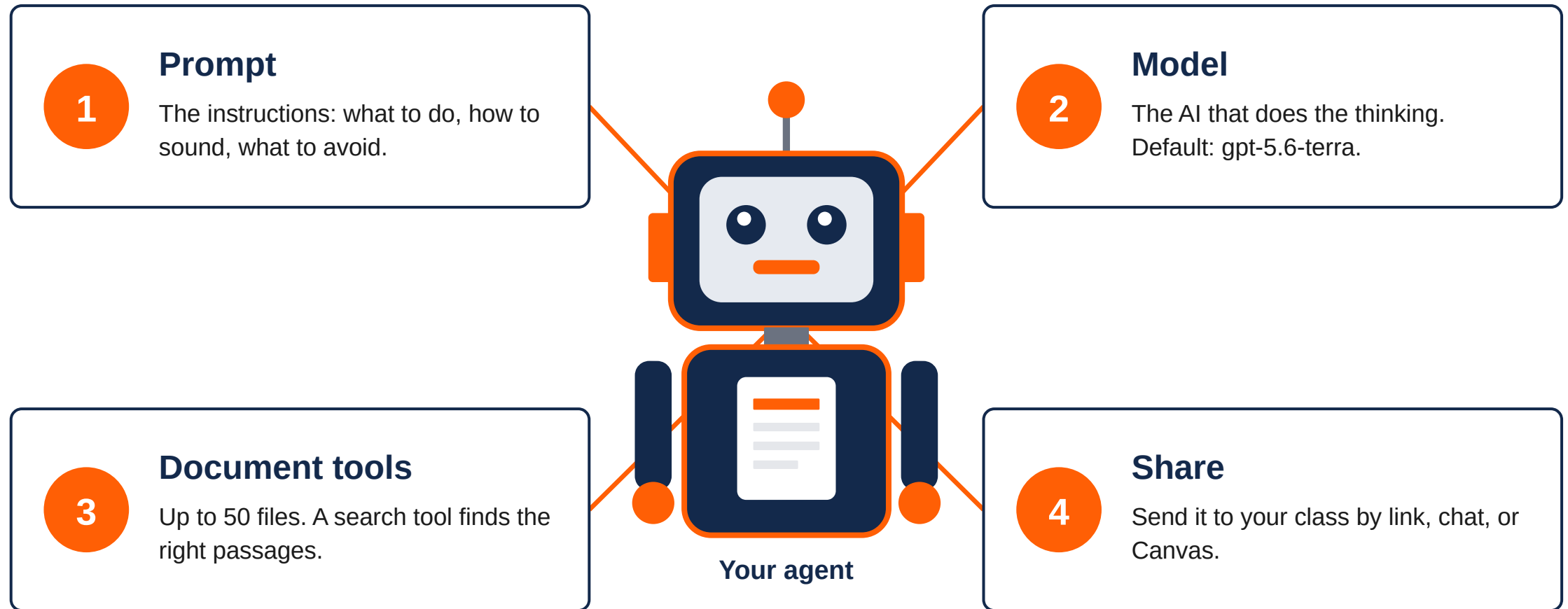
Agent

An AI assistant that already knows your instructions and your documents. You set it up once, and everyone you share it with gets the same briefed assistant.

WHY IT MATTERS

Students get answers grounded in your syllabus and readings, in the tone you choose, instead of generic answers.

Every agent is four choices



The Create agent form, field by field

- Name and description: optional labels so you and students recognize it.
- Model: required. The default is gpt-5.6-terra.
- Course: a free-text label for your own organization.
- Instructions and File Context: the two boxes that make the agent yours.

Advanced holds optional multi-agent settings.

The screenshot shows the 'Create agent' form with the following fields and options:

- Create New Agent** (dropdown menu)
- Optional: The name of the agent** (text input field)
- What this agent does** (text input field)
- MODEL *** (dropdown menu with **gpt-5.6-terra** selected)
- CATEGORY *** (dropdown menu with **general** selected)
- COURSE** (text input field with placeholder text: "Which course is this agent for?")
- INSTRUCTIONS** (text area with placeholder text: "The system instructions that the agent uses")
- FILE CONTEXT ⓘ** (text input field with a plus icon and the text "+ Add")
- Advanced** (button with a gear icon)
- Admin Settings** (button with a shield icon)
- Create** (dark blue button)

INSTRUCTIONS

Write instructions like you are briefing a new TA

- Say who it helps and what it does: 'You help students in my course.'
- Say how it should sound: short, friendly, professional.
- Say what it must not do: 'If the answer is not in the documents, say so.'
- Test with three real student questions, then adjust.

Plain English works. No code. Edits go live on the students' next message.

DOCUMENTS

50

documents per agent. Syllabus, readings, slides, rubrics, FAQs, program requirements.

Add them under File Context. With 2 or more files, the agent searches them for the relevant passages.

Good documents make good answers

- Upload the source of truth: syllabus, schedule, policies, rubrics.
- Prefer clean files. Text-based PDFs and Word files work best.
- One topic per file makes answers easier to trace.
- Update a file when the course changes, and re-test.

Your agent can only be as accurate as the files behind it.

MODELS

Pick the model that fits the job

Model	What it's for
GPT-6 Luna	Fast and capable: quick answers for everyday coursework.
GPT-6 Sol	Newest and most capable: hard problems, long documents, careful analysis.
GPT-6 Astra	Top-end reasoning, coding, research and document creation. Available on request.

Astra row: OpenAI's GPT-6 Astra page. Students cannot switch your model in chat.

TEST MODELS

Compare two models on the same questions

- Pick Model A and Model B, for example GPT-6 Luna and GPT-6 Sol.
- Add up to 5 sample questions. Both use your instructions and documents.
- Read the answers side by side, with the time each one took.
- Click Use on the winner. Students get it after you save.

Nothing is saved to chats or class analytics.

Test models

Ask two models the same questions using this agent's instructions and documents. Nothing is saved to chats or class analytics.

Model A

GPT-6 Luna

Model B

GPT-6 Sol

Sample questions (up to 5)

Add question

what is going to be covered

Close

Run again

1. what is going to be covered

If you mean the ****Business Fundamentals microcredential****, it covers three areas:

📚 ****Finance and accounting:**** ACCY 200, ACCY 201 and 202, or FIN 221
📚 ****Management:**** BADM 275 or BADM 310
📚 ****Marketing:**** BADM 320

This is one business fundamentals microcredential, and more microcredentials are coming soon. Learn more on the [Business Fundamentals page] (<https://credentials.giesbusiness.illinois.edu/group/767908>).

Feedback Form:
https://docs.google.com/forms/d/e/1FAIpQLSdTgJPV1O_utaKKcJUkknLZYye32lmfsVa9zhKsXyz3qfdbcw/viewform?usp=publish-editor

Disclaimer: I am a pilot chatbot and should not be used to replace academic advisors fully.
GPT-6 Luna · 4.2s

Do you mean what's covered in the Business Minor, the Business Fundamentals microcredential, or a specific class?

Disclaimer: I am a pilot chatbot and should not be used to replace academic advisors fully.

Feedback Form

You can submit feedback here:
https://docs.google.com/forms/d/e/1FAIpQLSdTgJPV1O_utaKKcJUkknLZYye32lmfsVa9zhKsXyz3qfdbcw/viewform?usp=publish-editor
GPT-6 Sol · 3.9s

Use GPT-6 Luna

Use GPT-6 Sol

This selects the model in the builder. Students get it after you save.

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8

We clean your prompt before the model sees it

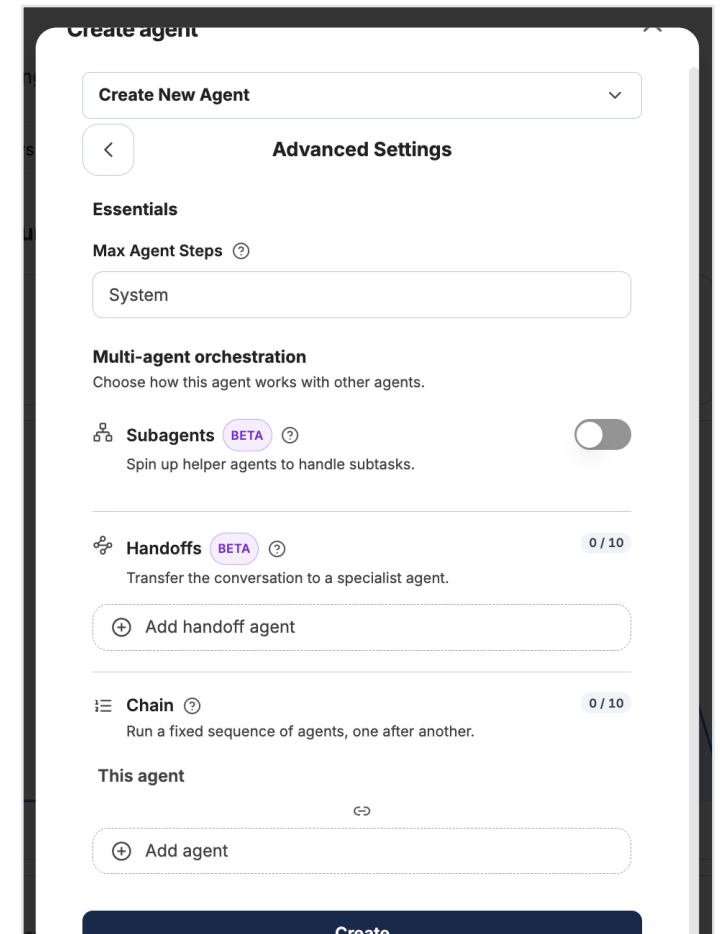
- Our internal system runs first, automatically.
- You write naturally, in your own words.
- The model receives a cleaner, clearer request.
- Nothing extra to set up: it is built into Gies Chat.

Good writing still helps. The cleaner is a safety net, not a replacement.

Agents can team up

- Subagents (beta): spin up helper agents to handle subtasks.
- Handoffs (beta): transfer the chat to a specialist agent. Up to 10.
- Chain: run a fixed sequence of agents, one after another. Up to 10.
- All optional. Start with one agent first.

Find them under Advanced in the builder.



Three ways to get your agent to students

1

Share with class

Select the agent in your table, then click Share with class.

2

Open in chat

Click the chat-bubble icon on the row to open your agent directly.

3

Embed in Canvas

Paste an iframe. Choose anyone with the link, or Illinois accounts only.

Tip: send students your link so they land on the right agent. Add co-authors by @illinois.edu email.

Five icons on every agent row

	Open in chat	Opens your agent in chat so you can try it.
	Edit agent	Change instructions, model and files. Version history is in here.
	Embed in Canvas or a website	Turns orange once the embed link is on: "Embedded, manage the link."
	Drafts and collaborators	Click again to hide them: "Hide drafts and collaborators."
	Delete agent	Removes the agent. Only shows if you have delete permission.

Put your agent inside Canvas with an iframe

- Click the <> icon on the agent's row, second from the right, beside the bin.
- Click Copy snippet and paste it into Canvas (Embed, then HTML) or any web page.
- Anyone with the link can open the conversation. Change this under Edit settings.
- Revoke link stops new visitors right away. Open tabs work until they reload.

Embed "Business Minor Chatbot"

Paste this into Canvas (Embed → HTML) or any web page. Anyone with the link · Agent opens the conversation. [Edit settings](#)

```
<iframe src="https://gieschat.azurewebsites.net/embed.█" width="100%" height="600" style="border:0;border-radius:12px" allow="clipboard-write"></iframe>
```

Revoking stops new visitors immediately; tabs already open keep working until they reload.

[Revoke link](#)[Copy snippet](#)

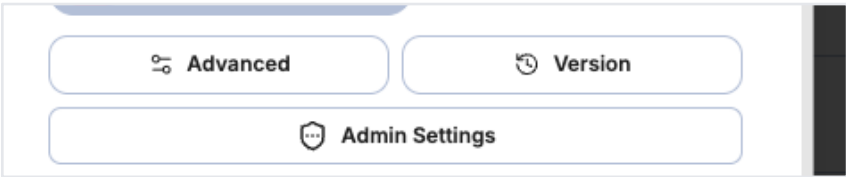
Link ID hidden in this screenshot.

Made a mistake? Go back to an earlier version

1 Click the pencil on your agent's row.

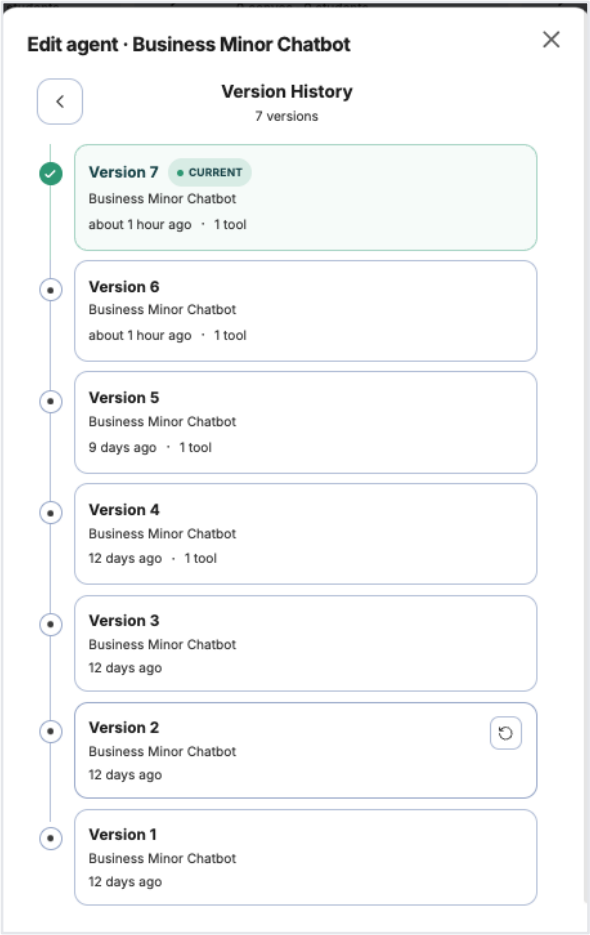
Agent	Course	Status	Conversations	Students	Messages	Last activity	
Business Minor Chatbot	BUS Minor	v7 in production	7	1	22	Sep 29, 2026	   

2 Click Version, next to Advanced.



3 Pick an earlier version to go back to it.

Every save is a new version. The table shows which one is in production.

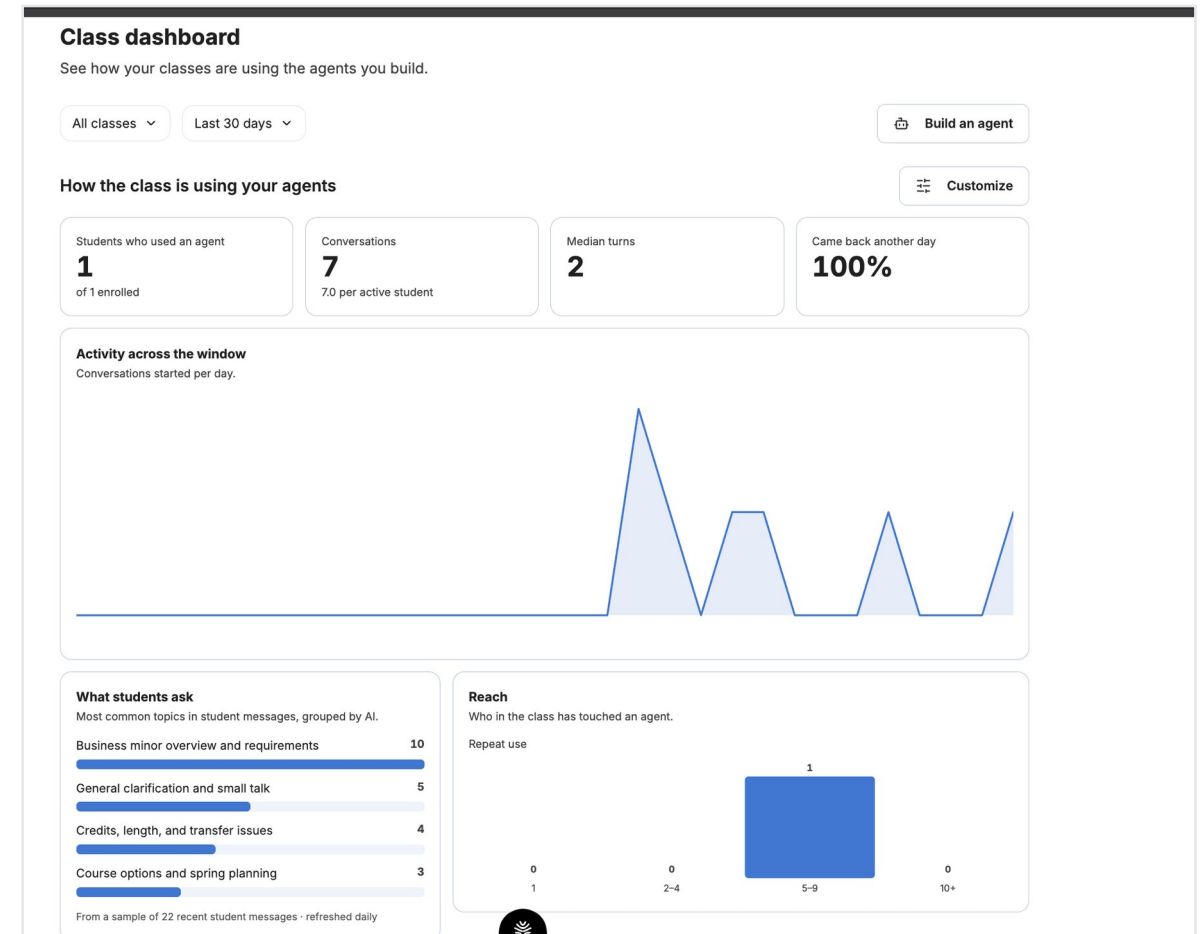


THE DASHBOARD

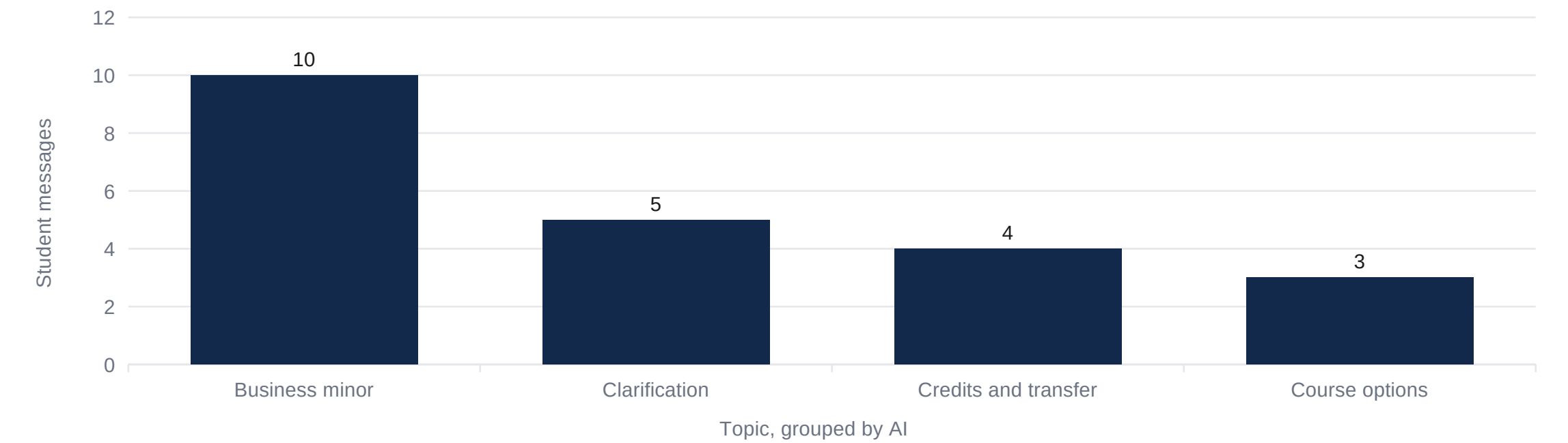
See how your class uses your agents

- Students who used an agent, out of those enrolled.
- Conversations, and how many per active student.
- Median turns: how long a typical chat runs.
- Came back another day: are students returning?

Screenshot from a one-student test class.



Most questions were about the business minor



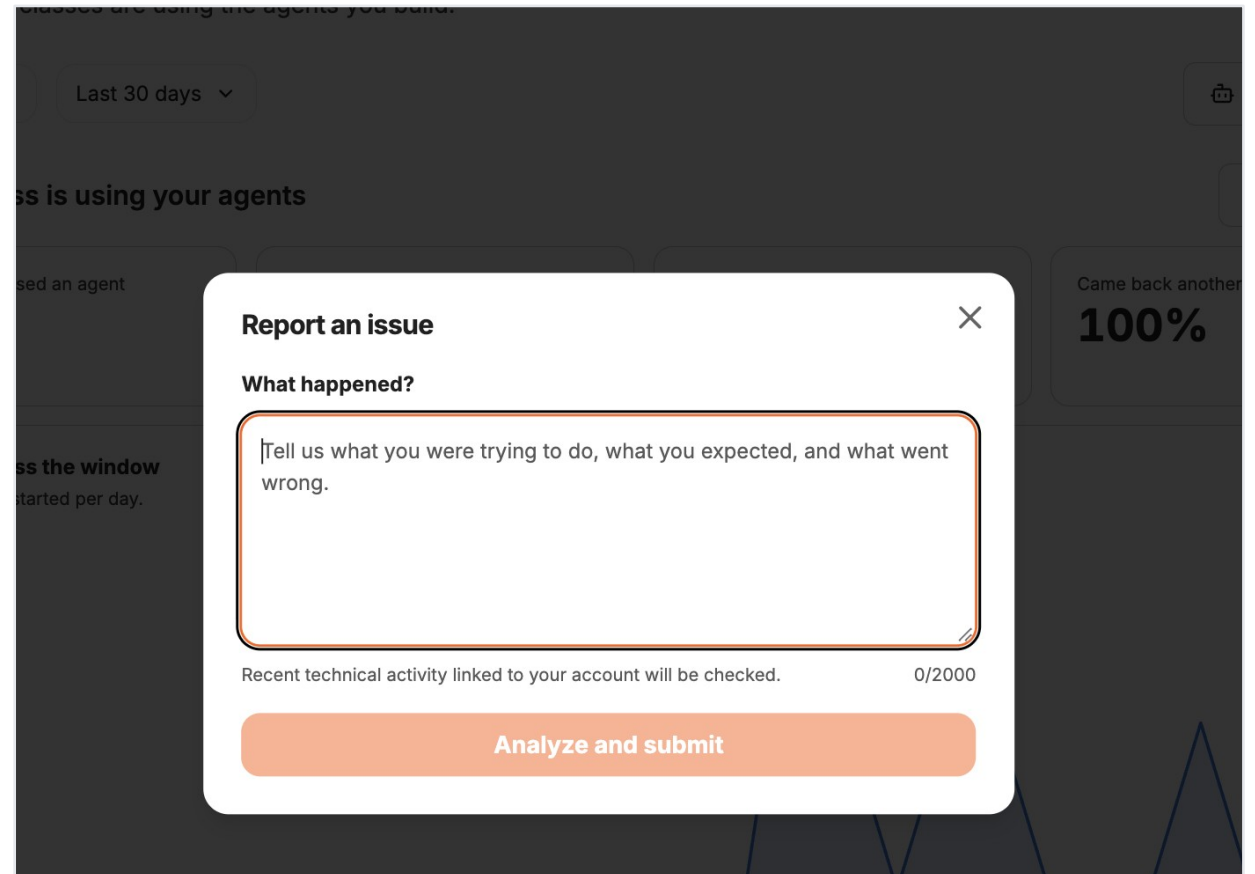
Ten of 22 sampled messages asked about the minor, so that is what to put in the documents.

Source: Gies Chat class dashboard, sample of 22 recent messages, 29 Sep 2026.

SOMETHING WRONG?

Use the bug button to report an issue

- Find the bug button in the top right of the page.
- Describe what you were trying to do, what you expected, and what went wrong.
- Click Analyze and submit. We check the logs to see what happened.
- We can then build a fix. Your identity stays private.



The screenshot shows a dark-themed user interface with a modal dialog box titled "Report an issue" in the center. The dialog has a close button (X) in the top right corner. Below the title, the text "What happened?" is followed by a large text input area with a placeholder that reads "Tell us what you were trying to do, what you expected, and what went wrong." Below the input area, there is a line of text: "Recent technical activity linked to your account will be checked." followed by a character count "0/2000". At the bottom of the dialog is an orange button labeled "Analyze and submit". The background of the interface is dimmed, showing various UI elements like a dropdown menu set to "Last 30 days", a section titled "ss is using your agents", and a progress indicator showing "100%".

The dialog is called Report an issue. Up to 2000 characters.

TRY IT

Build one in five minutes

- 1 Open the Class dashboard and click Build an agent.
- 2 Name it, pick a course label, and write the instructions.
- 3 Choose a model and add up to 50 documents under File Context.
- 4 Click Create, then click Share with class.

Then watch the dashboard: topics and returning students show what to improve.

What to remember

- 01** An agent is instructions, documents, and a model.
- 02** Write instructions like you are briefing a TA, then test them.
- 03** Up to 50 documents per agent. Keep them current.
- 04** Pick a model for the job. Our internal system cleans your prompt.
- 05** Share it, then use the dashboard to see what students ask.

Questions?

GO DEEPER

Class dashboard, then Build an agent

Share with class, Open in chat, or Embed for Canvas