

Operating Your AI Personal Assistant

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What is Artificial Intelligence?

Few people realize and appreciate that they have access to artificial intelligence (AI) right in their very own pocket. Siri (Apple Products), Alexa (Amazon), and Google Assistant (Chromebooks, Android Devices) are all forms of artificial intelligence called “personal assistants.” These personal assistants are taking over the world of consumer AI; we can use them to fact-check information, optimize workflows, and dictate/send messages. Unfortunately, while freely available on existing smartphones, tablets, and computers, for the average user these free resources are underutilized.

AI Tools

With the utility AI brings to consumers, many tech companies have invested in the development of free products you can start using today. Table 1 includes a short list of AI product descriptions presently prevailing in the market.

Benefits of AI

AI is a rapidly evolving technology and is increasingly becoming part of our everyday lives. While AI will eventually redefine industries and build technologies we never thought possible, the value in today’s AI lies in helping humans do things better—increasing the efficiency and accuracy in our everyday work. Thus, allowing us more time to dedicate toward creative endeavors, like: using our imaginations and deciding which problems to solve next.

Using AI Technology

Personal assistants can make your dinner reservations, launch the app you cannot find, post to social media, schedule events, and much more. This common AI technology has evolved to make complex actions as simple as speaking. Table 2 provides a concise list of functions that can make basic tasks easier and more efficient. These will work for all the most common personal assistants: Google Assistant, Siri, Alexa, and Cortana. We invite you to begin exploring today.

Table 1. AI Tools

Product	Link	Description
Zoom	zoom.ai	professional assistant that makes scheduling simpler
Findo	findo.com	search assistant to look through your email, files, and other cloud services in one easy to use location
Mosaic	mosaic.ai	helps build better resumes by suggesting better words and phrases
Rey	rey.ai	makes introductions for people around the world
Chatfuel	chatfuel.com	helps create a Facebook chatbot quickly
Jottr	jottr.ai	curates content and news based on taste
Vinli	vin.li	makes your car a smart car
Wixi	wixi.ai	wifi assistant
Apollo	apollo.ai	summarize articles and PDFs into bullet points
Mara	mara.ai	smart running app

Table 2. Operating Your AI Personal Assistant

Function	Input
Unit conversion	What's [amount] of [unit] in [units]?
Open Apps	Open [App Name]
Set reminder	Remind me to [something]
Find out the current weather conditions	What's the weather like? What's the temperature?
Dictate notes	Add [something] to [note title]
Find a near restaurant	Find a [restaurant type] near me

Function	Input
Navigate to a location	Take me to [place]
Set an alarm	Set an alarm at [time] for [thing]
Set a timer	Set a timer for [time]
Learn a definition	Define [word]
Learn the answer to trivia	[Any Question]
Solve a math problem	[Any problem]
Translate	Translate [word or phrase] to [desired language]
Send a SMS Message	Send a message to [contact], [dictate message]
Call a contact	Call [contact]
Call a number	Call [number]
Read notifications	Read my notifications
Read appointments	What are my appointments [day].
Hold calls	Hold my calls
Set a calendar event	Set an appointment at [time]

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