Part II English Guide

Part I above is the Chinese version of this guide. Part II below is the full English version.

1. Preparation (first-time setup, about 1 minute)

1.1 Open the console

- Open your browser at: ai.onedayonegroup.cn:2608/chat
- Multiple windows are allowed: one browser window works as one ordering page, so you can run several orders in parallel.

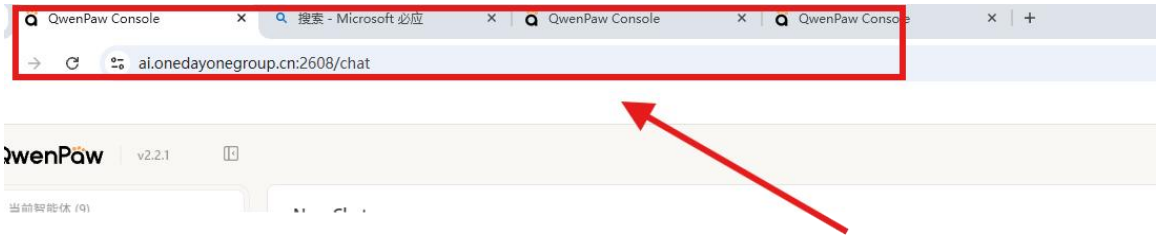


Fig. 1: Console address — ai.onedayonegroup.cn:2608/chat (you can open several windows)

1.2 Switch the language

- Click the "language" button in the top-right corner and pick the interface language you prefer.



Fig. 2: (1) the "current agent" dropdown at the top-left; the "language" switch at the top-right

1.3 Select the agent — the most important step

- Open the "Current agent / 当前智能体" dropdown at the top-left and choose according to the system:
  - C17 (Dubai corporate purchase / shop system) → choose "C17 odoshop"
  - C20 (e-commerce system / odoonline) → choose "C20 odooline"
- Choosing the wrong agent will break customer/product matching or post the order to the wrong system.



Fig. 3: Switching the agent (here: C17 odoshop selected); the top-right icon starts a new chat

1.4 Select the AI model

- Keep the default DeepSeek Flash (shown above the input box). Do not change it unless you are told to.

1.5 Start a new chat (do this for every order)

- Click the new-chat icon in the top-right corner to start a fresh conversation before each order.
- One person, one separate chat window. Never share a chat window between people, and never place several orders in the same conversation (the context will mix orders up).

1.6 Accounts and permissions

- Everyone must log in and order with their **own account / own API key**: orders are attributed to the salesperson bound to the logged-in key, so using someone else's account credits the wrong person.
- Before ordering, have three things ready: the customer name (exactly as in the system), the product list (names and quantities), and the LPO / note (if any).

2. Entering the ordering command

2.1 C17 (Dubai corporate purchase / shop system) — agent "C17 odoshop"

Command format:

```
C17system
 [customer mini-program name]
Product name  Quantity
Product name  Quantity
...
```

Example (c17 下单 / krinrin / product list):

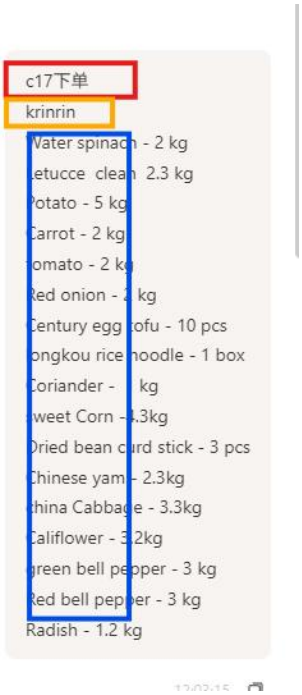


Fig. 4: C17 input example (system name on line 1, customer name on line 2, one product per line after that)

2.2 C20 (e-commerce system / odoonline) — agent "C20 odooline"

Command format:

```
C20system
[customer name]
Product name  Quantity
Product name  Quantity
...
lpo: LULU
note: order3
price: use his most recent prices
```

Example (C20 电商下单 / 168supermarket / 鸡蛋 2 排 / 巧克力橙子 2 份 / 山竹 2 份 / 白油桃 2 份):



Fig. 5: C20 input example (including LPO, note and price instruction)

2.3 Writing tips

- Line 1 = system name (C17system 店铺系统 / C20system 电商系统); line 2 = customer name; then one product per line as "product name + quantity".
- Use the customer name as it exists in the system: for C17 the WeChat nickname / mini-program name; for C20 the Odoo customer name.
- Put extra information on its own line: the LPO number, a note (order1 / order2 / order3), or a special price instruction (e.g. "price: use his most recent prices").
- Paste the whole order and send it in one go — do not split it into several messages. Product names may be in Chinese or English; the AI matches the customer's habitual wording automatically (e.g. 鸡蛋 2 排 → Egg Brown 30Pcs/PT × 2).
- If you are unsure about a product, write it exactly as the customer said it. The AI will ask, or record it in the order note — do not guess the specification yourself.

3. Review and confirm

1. Review: while matching, the AI gathers all its questions into one message (missing size, no price, unit conversion, etc.). Answer them one by one. If it misunderstood something, simply tell it the correct answer.
2. Confirm: once you have checked the AI's matching result, reply "confirmed / 确认". Only then does it create the order.
3. Result: the AI reports the order number, customer, net/VAT-inclusive amount and status (draft). Check that the order number and amount are correct.

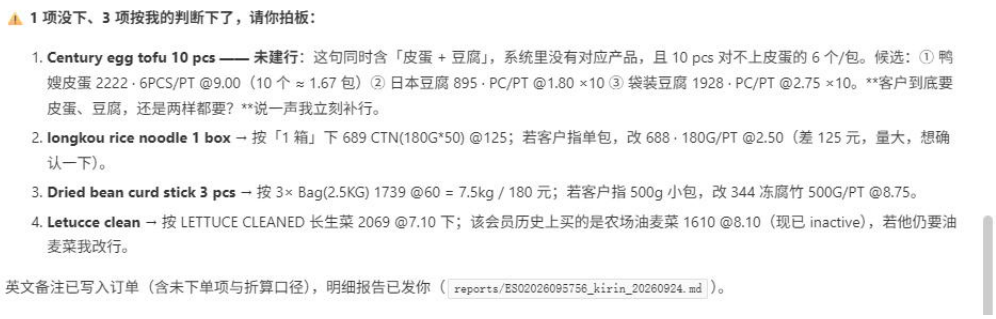


Fig. 6: Example of the AI's consolidated questions (answer by number, or tell it to use its own judgement)



Fig. 7: Example C17 order result (order no. / member / amounts / checks)



Fig. 8: Example C20 order result (order no. / customer / LPO / note / amounts / status)

4. End of the day

- When you have finished ordering for the day, type: 总结今天的问题（“summarise today's problems”）.
- The AI compiles the day's problems, mismatches and open items into a list so they can be fixed the next day.

5. Notes / FAQ

Question	Answer
The order is a draft — is that usable?	Yes. AI always creates draft orders; they take effect after a human reviews and confirms them in Odoo.
How are prices determined?	By the customer's own price list by default. Only when you explicitly instruct it (e.g. “use his most recent prices”) will the AI use that customer's latest transaction prices.
I gave a wrong	Just correct it in the next message and ask the AI to re-check or

customer/product name — now what?	fix the order. Orders can be cancelled, never deleted.
Why start a new chat every time?	One conversation equals one ordering context; reusing an old chat mixes up customers and products.
Can I place several orders at once?	Yes, but run them separately: one window/conversation per order.
Can I interrupt the AI while it works?	No. Wait until it asks a question or reports the result; interrupting mid-run can send it down the wrong path.
What does “item not ordered” mean?	The product has no matching specification or no price in the system. The AI records it in the order note and flags it for your decision, then adds it afterwards.
Who handles unit conversion?	The AI converts according to the customer's habits (e.g. 排 = tray/PT) and asks you when in doubt; after confirmation it remembers the mapping.