Using SuccessFactors Joule, AI Copilot

Summary: *Joule is an AI tool that delivers a copilot experience using natural language processing. Joule can direct you to the right application to complete your tasks, help you to complete certain tasks, and find the information you're looking for quickly and easily. Joule will continue to increase in functionality and progress with SuccessFactors.*

- *Accessing Joule in SuccessFactors*
- *Interacting with Joule in SuccessFactors*
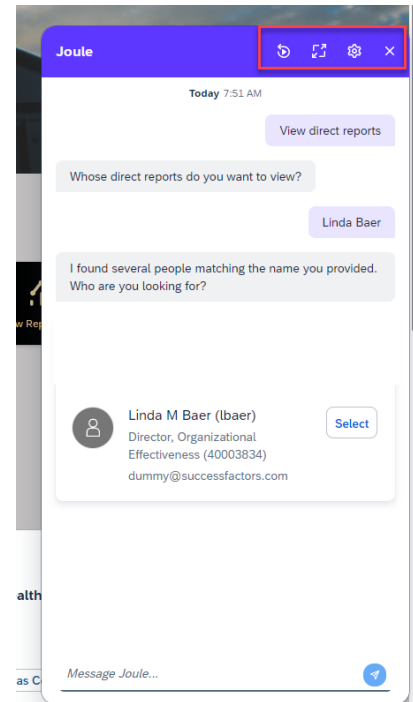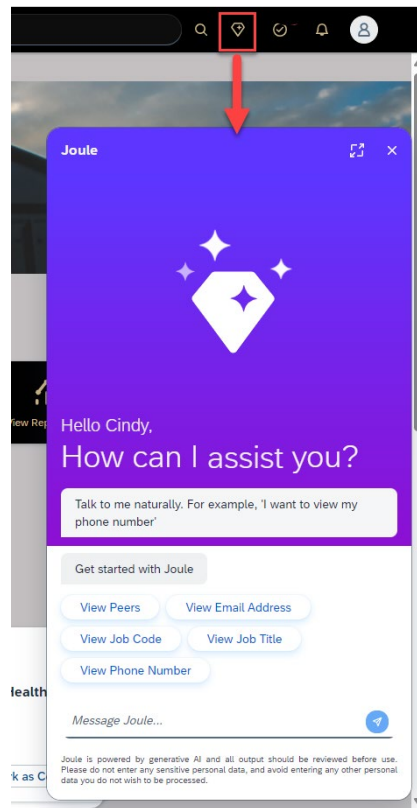
Accessing Joule in SuccessFactors

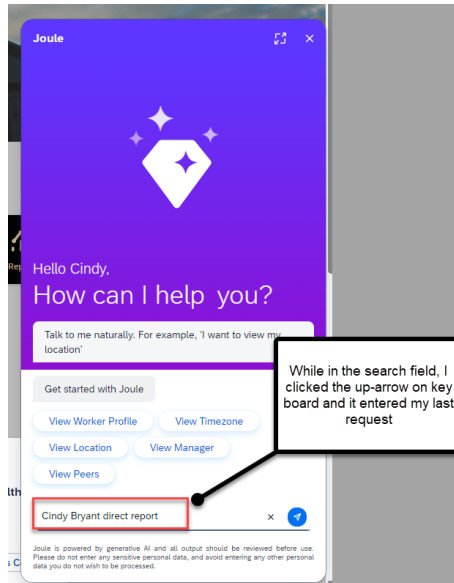|	
The Joule icon is located on the menu bar	
Click the icon to access Joule Once opened, Joule offers useful functions in its header: - **Close**: Joule can be closed at anytime - **Expand**: Joule can be expanded in order to fill the available screen space and offer a better user experience - **Reset conversation**: you can reset the conversation at anytime - **Manage Settings**: you can **Turn off Animations** on the welcome screen using the **Settings** screen in Joule. Once you start the conversation with Joule, the settings page appears in the header.	

Interacting with Joule

You can either use the recommended actions to trigger a conversation or enter a request in the input field and press Enter or click **Send** in Joule. To recall the last requests typed (or spoken), use the up-arrow key on your keyboard while having the focus in the input field.	
Conversations expire after 15 minutes of inactivity. Upon expiration you'll be notified and provided with an option to trigger a new conversation.	