



NEUQUIP

USER GUIDE

V1.3

Neuquip User Guide
Version 1.0

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Neuquip User Guide

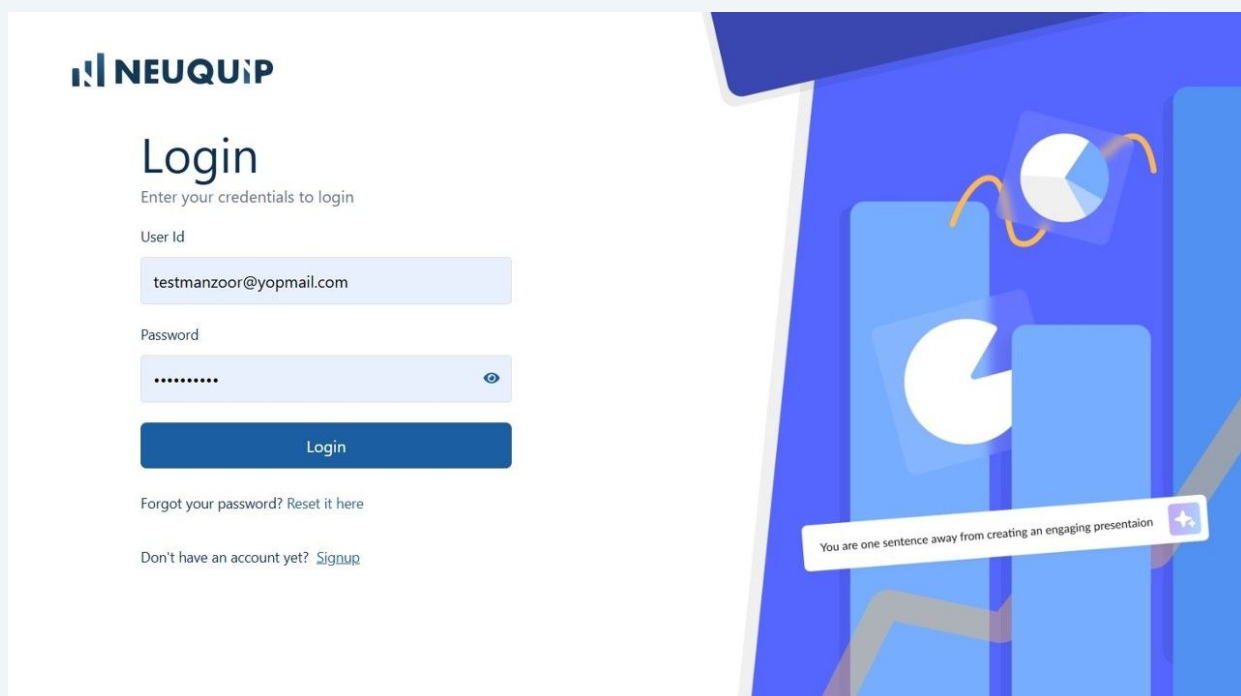
This guide is designed to help you get started with Neuquip and make the most of its features. Whether you are installing NBrowser for the first time or exploring advanced functions such as projects, workflows, and compliance checks, this document provides clear, step-by-step instructions.

Our goal is to ensure you can navigate the platform with ease, improve your productivity, and confidently manage your tasks. Use this guide as a reference whenever you need support in setting up, exploring tools, or customizing your experience with Neuquip.

1 Steps to Get Started with NBrowser

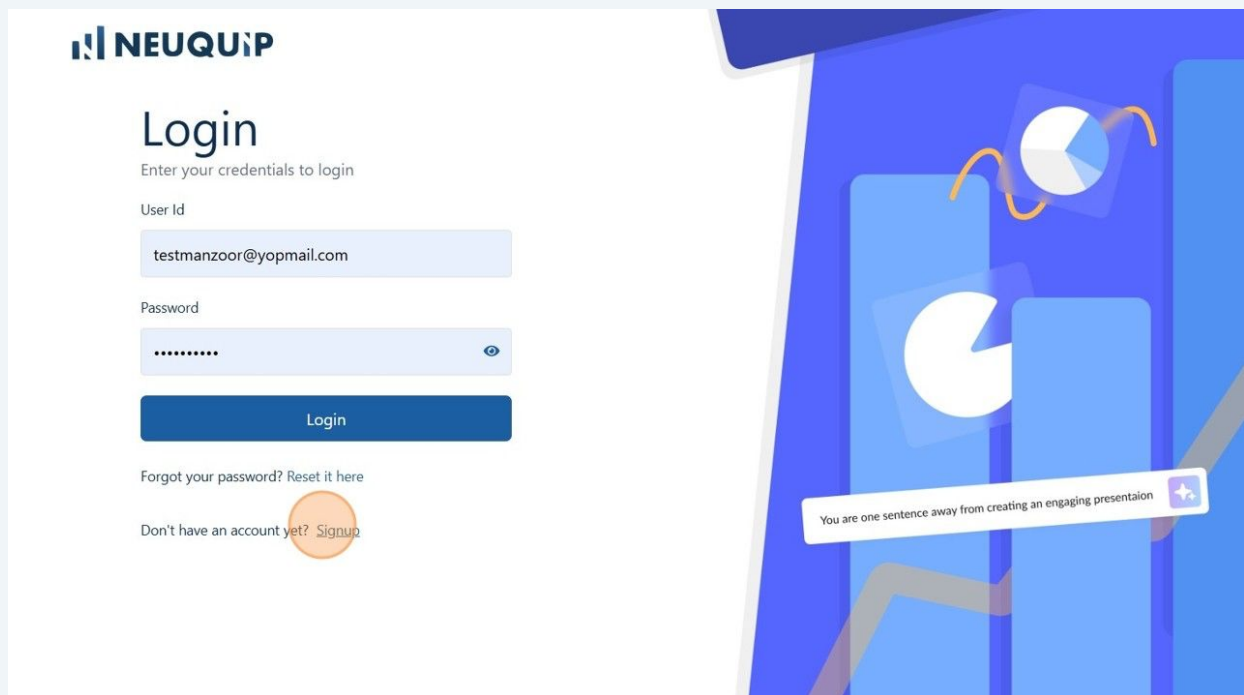
1. Go to <https://neuquip.com>
2. Download **NBrowser** for **Mac** or **Windows**
3. Install the application on your computer
4. Open **NBrowser** and start using it

2 You will see the **login screen** — enter your credentials to get started

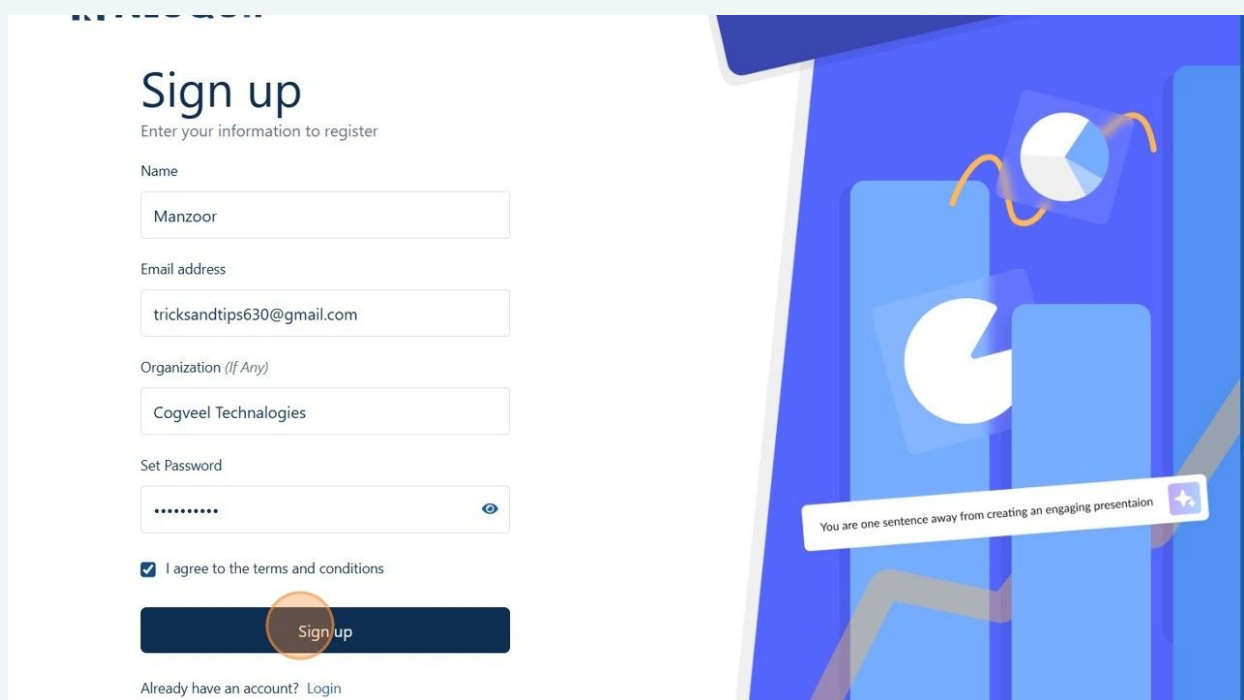


The screenshot shows the NEUQUIP Login interface. On the left, there is a white login form with the NEUQUIP logo at the top. Below the logo, the word "Login" is displayed, followed by the instruction "Enter your credentials to login". There are two input fields: "User Id" containing the email address "testmanzoor@yopmail.com" and "Password" containing a masked password ".....". A blue "Login" button is positioned below the password field. Below the button, there are two links: "Forgot your password? Reset it here" and "Don't have an account yet? [Signup](#)". On the right side of the login form, there is a large blue graphic featuring a bar chart and a pie chart. A white speech bubble with a purple star icon is overlaid on the graphic, containing the text "You are one sentence away from creating an engaging presentaion".

- 3** If you don't have an account, click **"Sign Up"** to create one

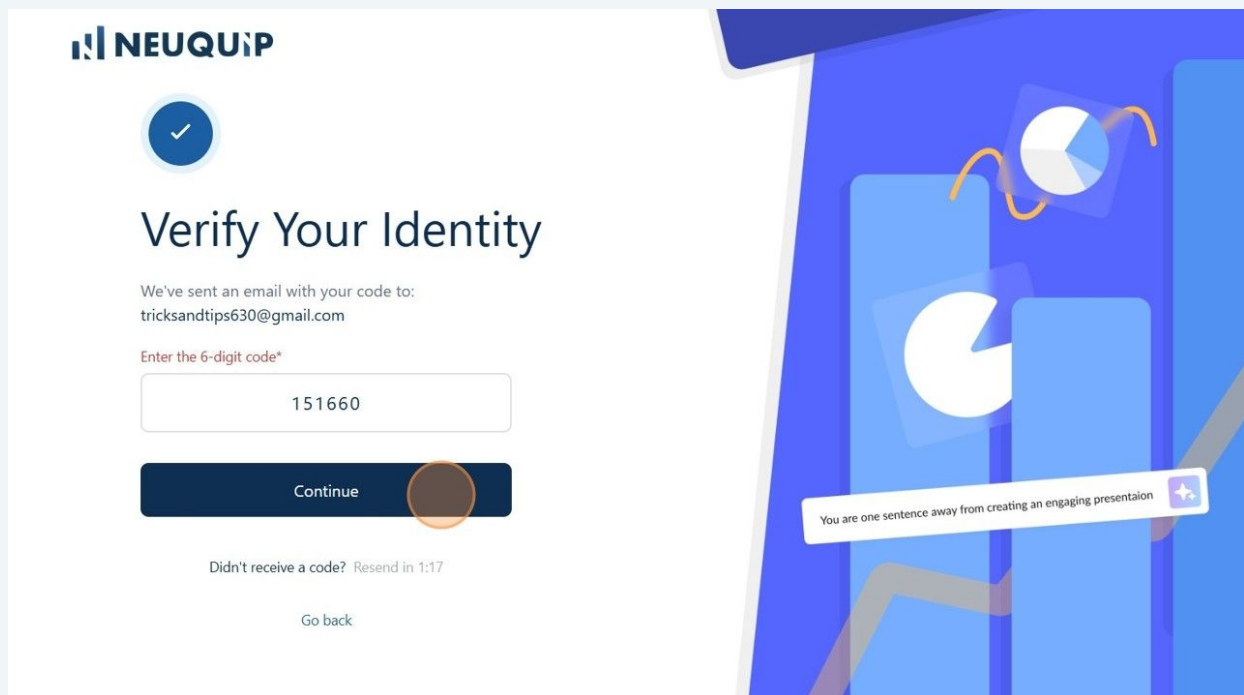


- 4** Enter all the **required details** in the sign-up form and click **"Sign Up"**




5 After signing up, you will see the **Verify Identity** screen

- Check the email address you provided
- You will receive a **one-time password (OTP)**
- Enter the OTP in the verification field and click **“Continue”**



NEUQUIP



Verify Your Identity

We've sent an email with your code to:
tricksandtips630@gmail.com

Enter the 6-digit code*

151660

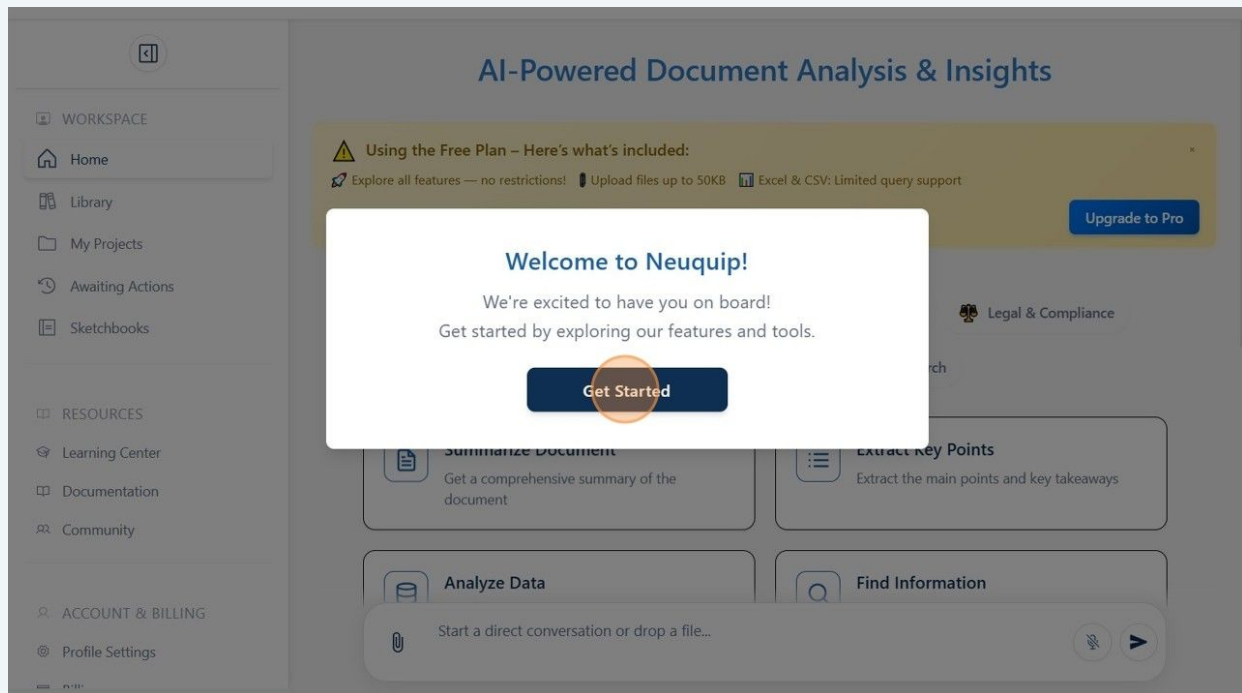
Continue

Didn't receive a code? [Resend in 1:17](#)

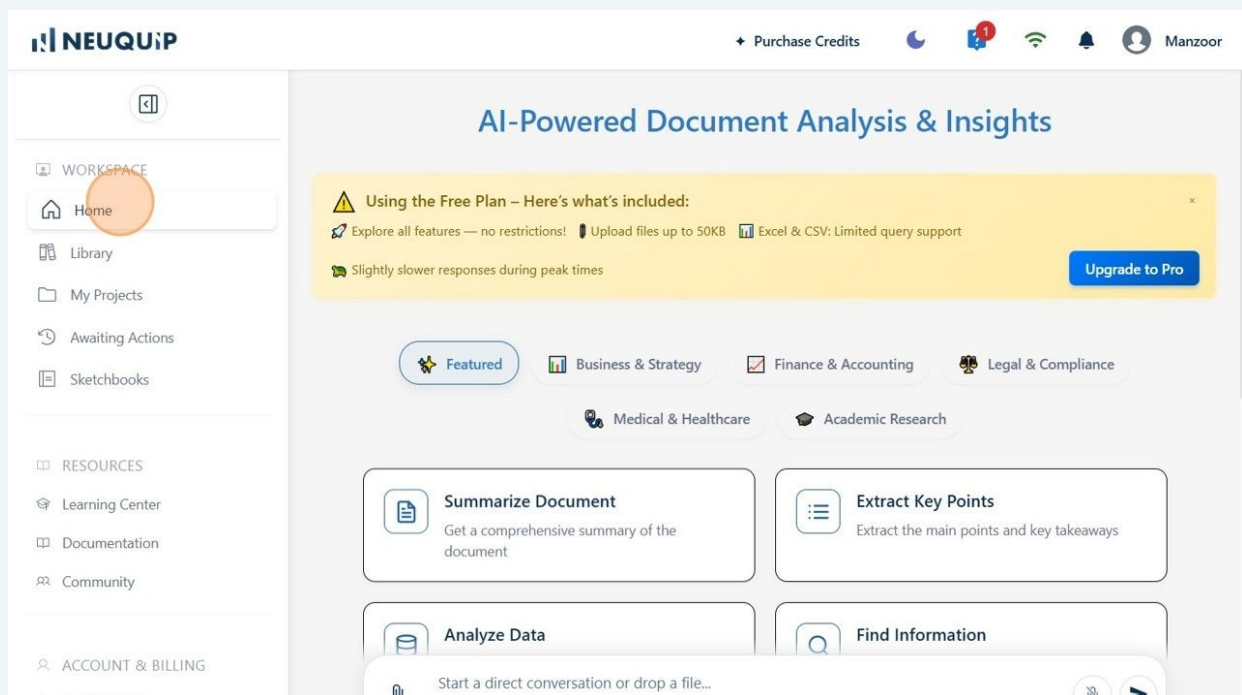
[Go back](#)

You are one sentence away from creating an engaging presentation

- 6 After verification, you will be automatically logged in. A popup will appear saying “Welcome to Neuquip.” Click **“Get Started”** to begin using NBrowser.



- 7 As soon as you click “Get Started”, the **Home Screen** will appear. On the left side, you will find the navigation panel where you can access options such as *Library*, *My Projects*, *Awaiting Actions*, *Sketchbooks*, and more. The right side displays the **main content area**, where the details of the selected section will appear.



8 Home

Access a collection of custom prompts, organized into categories such as *Business & Strategy*, *Finance & Accounting*, *Legal & Compliance*, and more. Each category contains multiple prompts. You can also start by typing your own prompt or dragging a file to begin.

Library

Browse through pre-loaded documents provided for testing and exploration.

My Projects

View and manage all your conversations organized by project. You can access them anytime and use filters to quickly find specific projects.

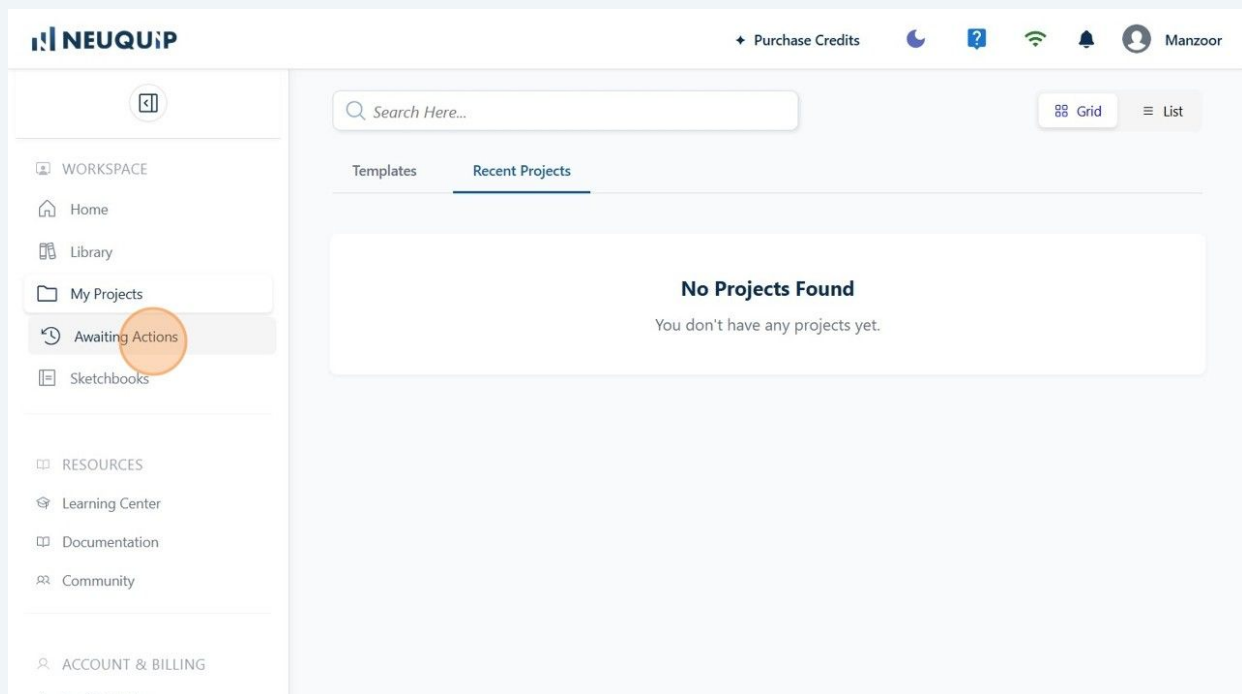
Awaiting Actions

Track workflows that you have either created or been assigned to.

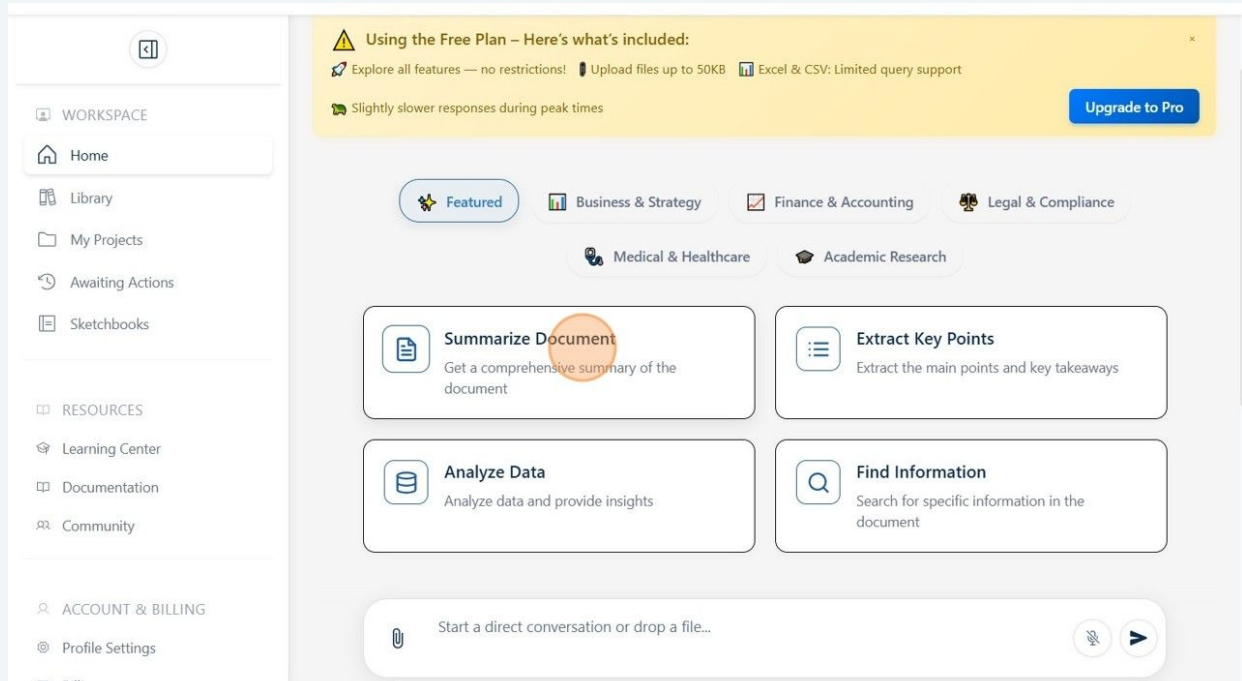
Sketchbook

Design and organize your ideas visually. In Sketchbook, you can create and drag different types of charts, text boxes, and more. It also includes a dedicated Flowchart Mode. From Sketchbook, you can create workflows that can be saved or shared with others via email.

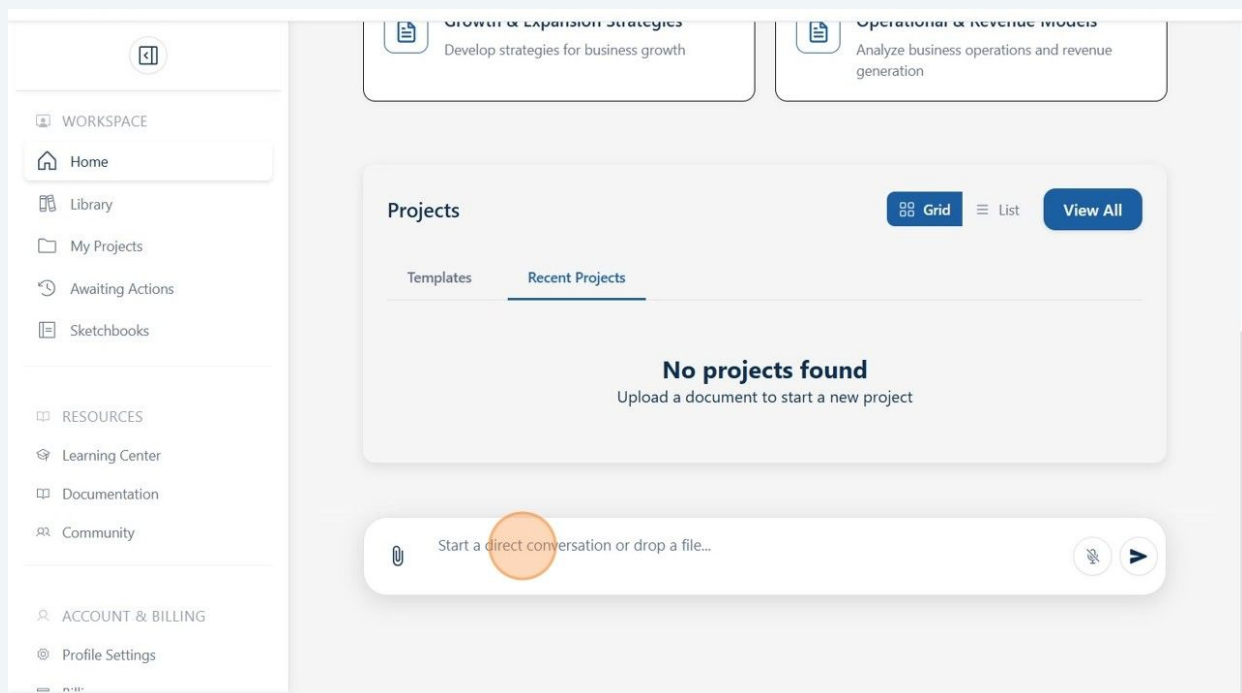
9 Click "Awaiting Actions"



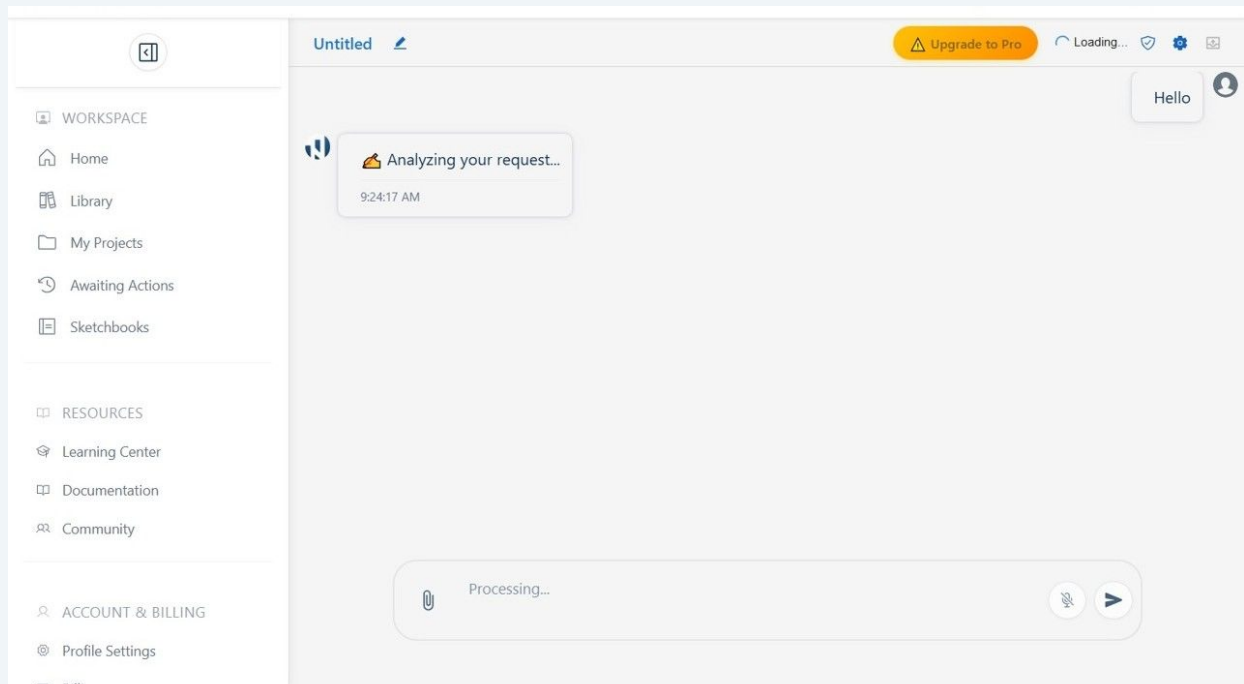
10 Click "Summarize Document" Get a comprehensive summary of the document"



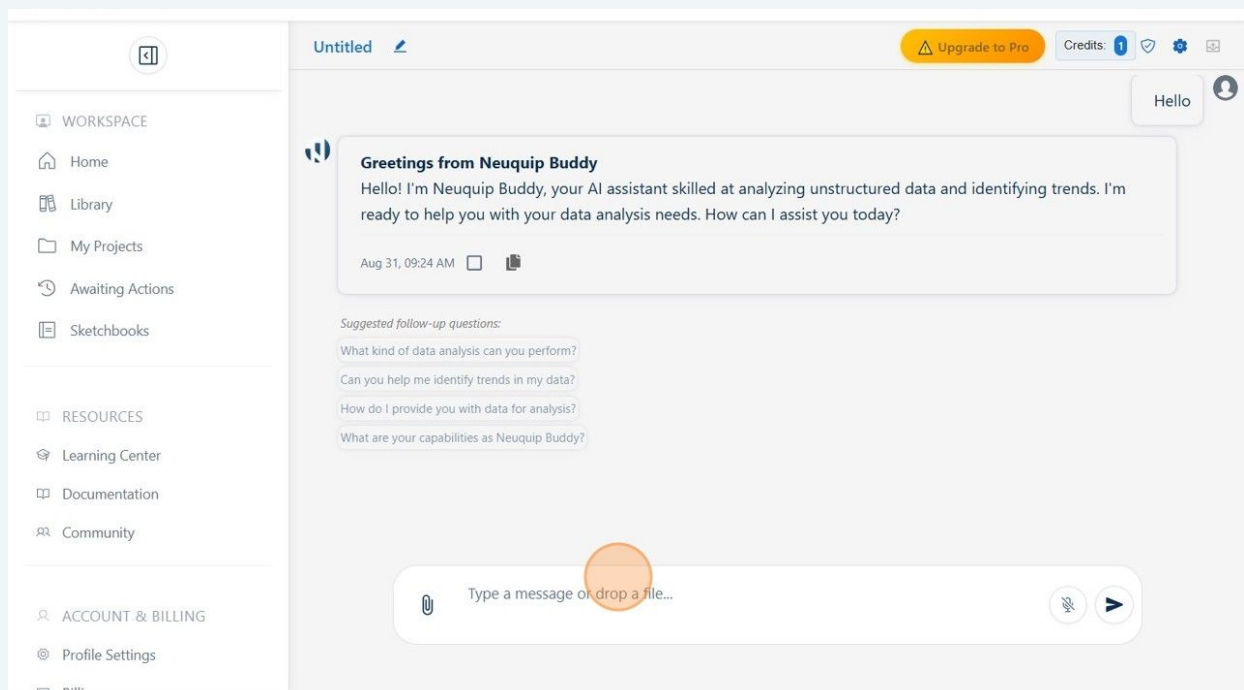
11 Click the "Start a direct conversation or drop a file..." field. "Entered Hello"



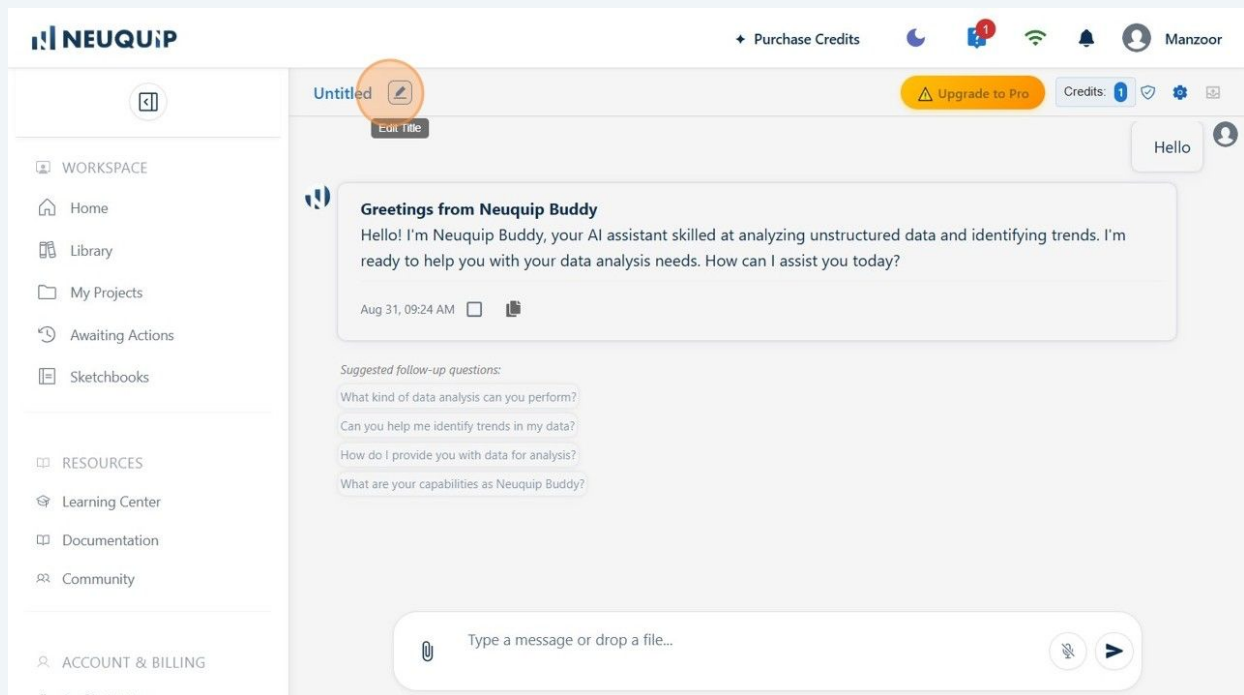
12 Type "Hello Enter"



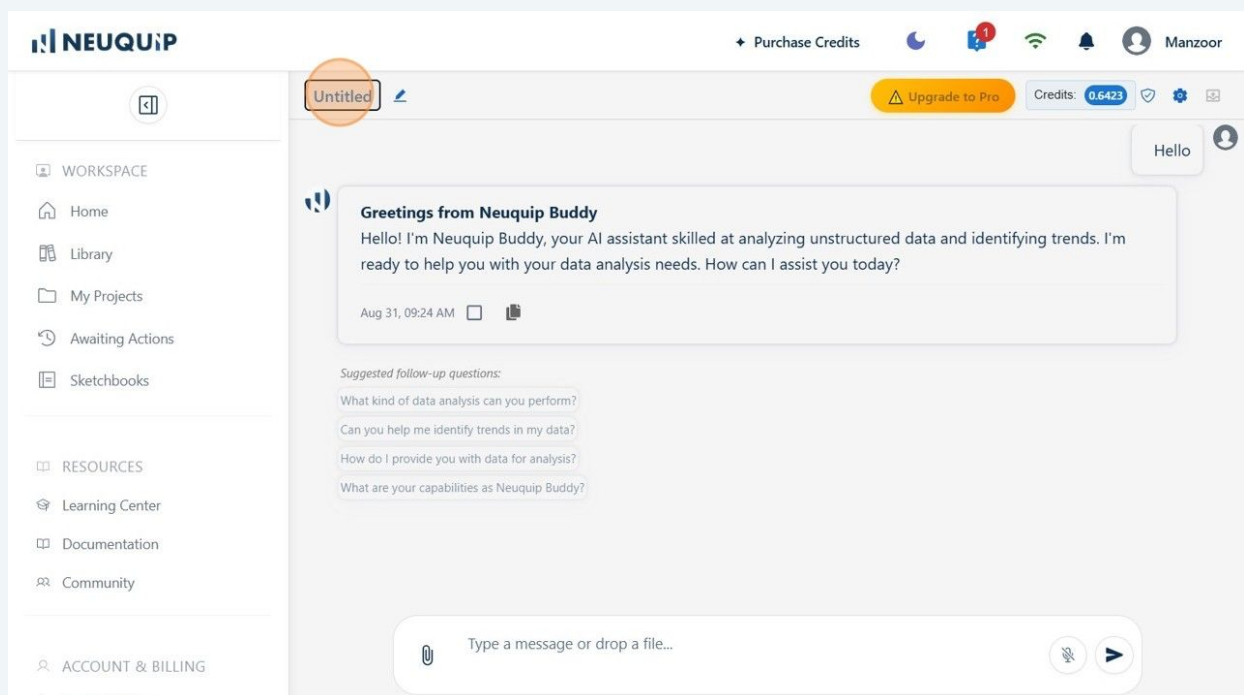
13 Click the "Type a message or drop a file..." field. to continue the conversation



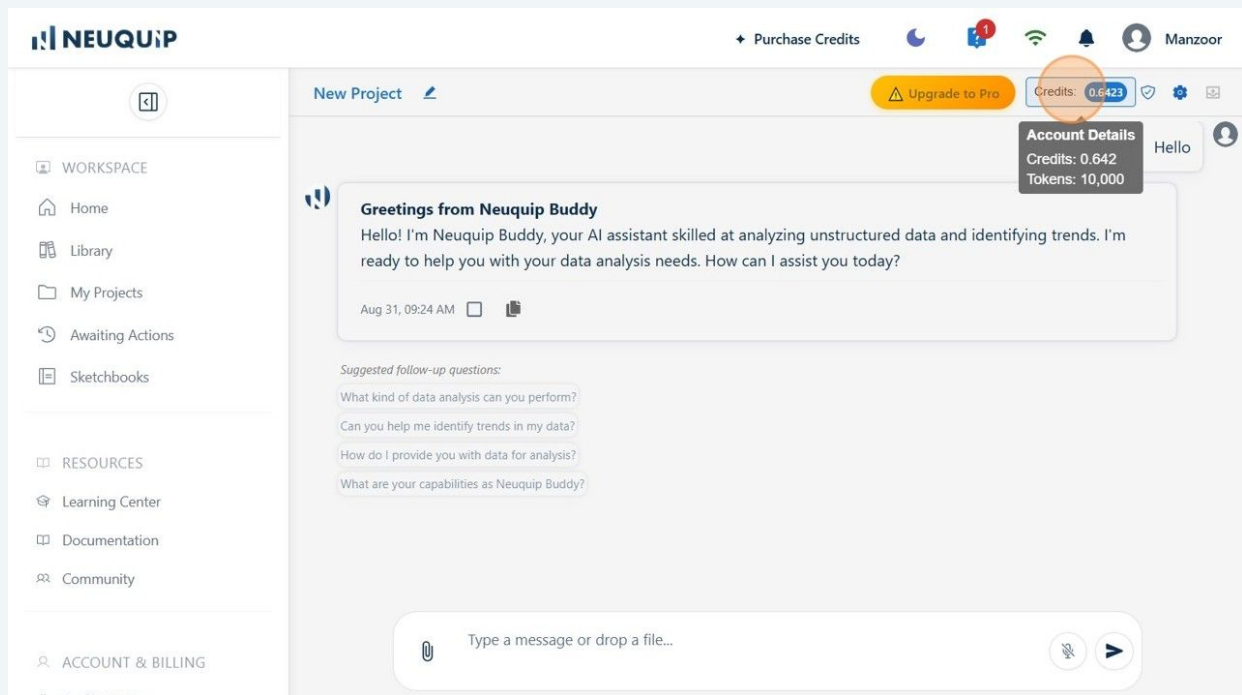
14 Click this icon.



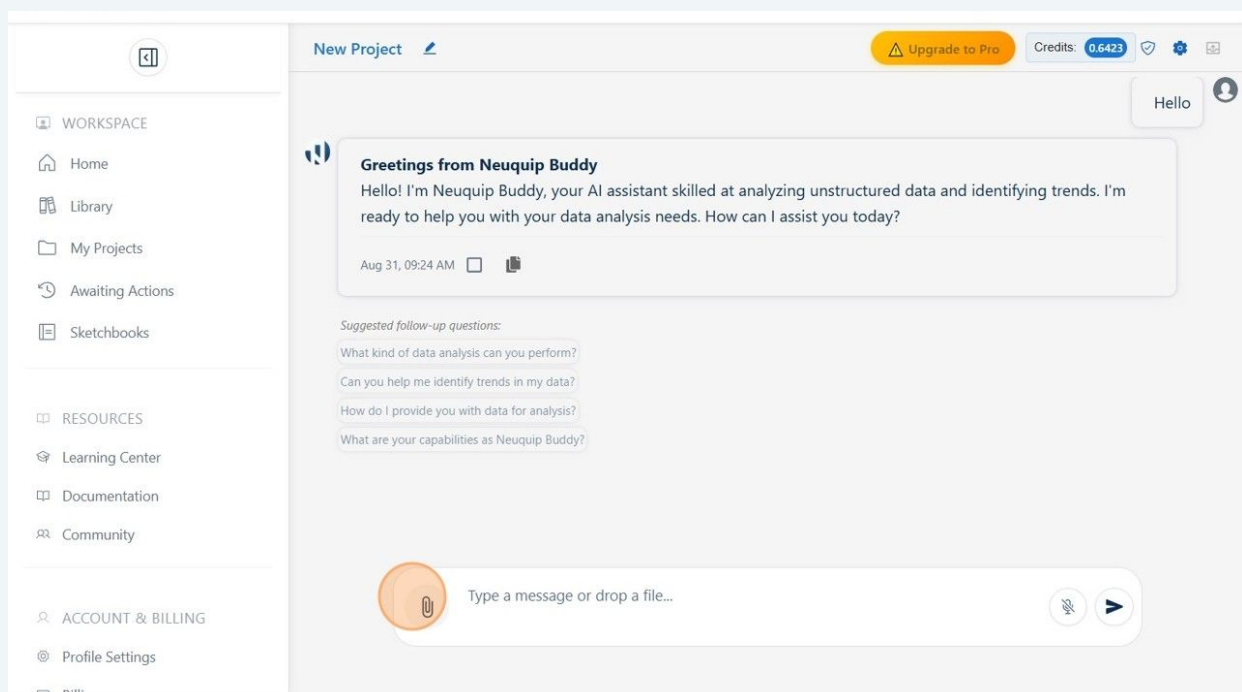
15 Double-click "Untitled" to change the project name and hit enter or click outside the input field to save the changes



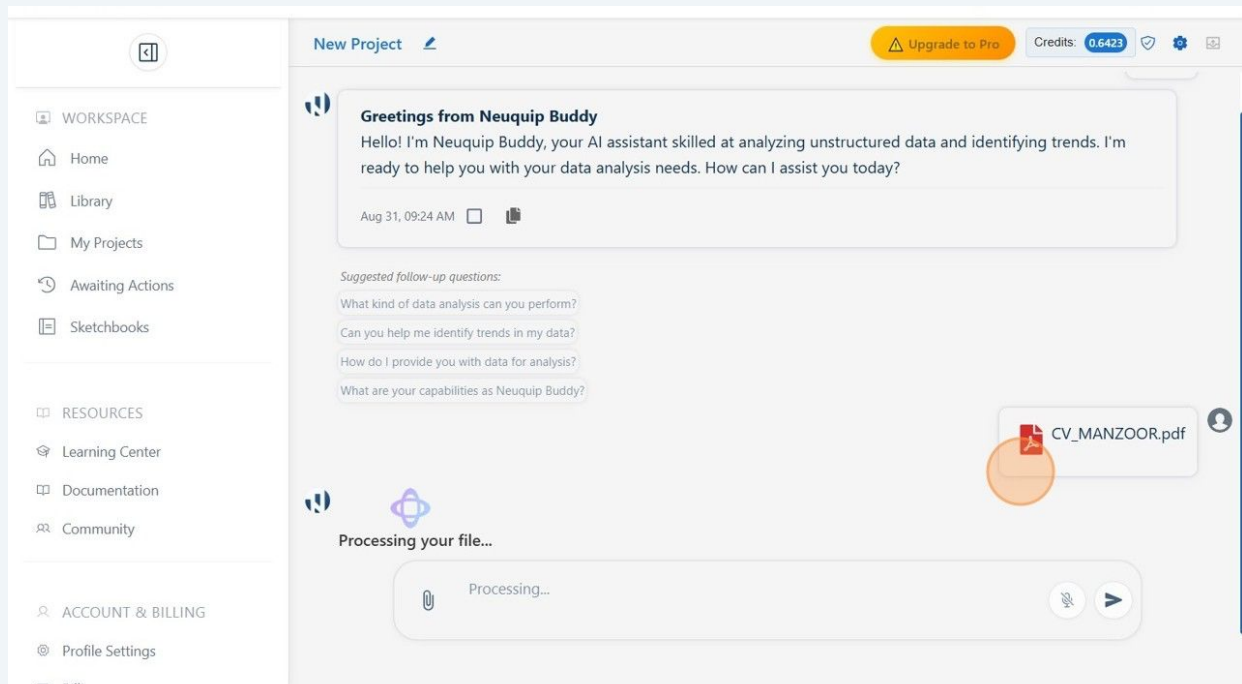
16 Hover over the **Credits** section to view your remaining tokens.



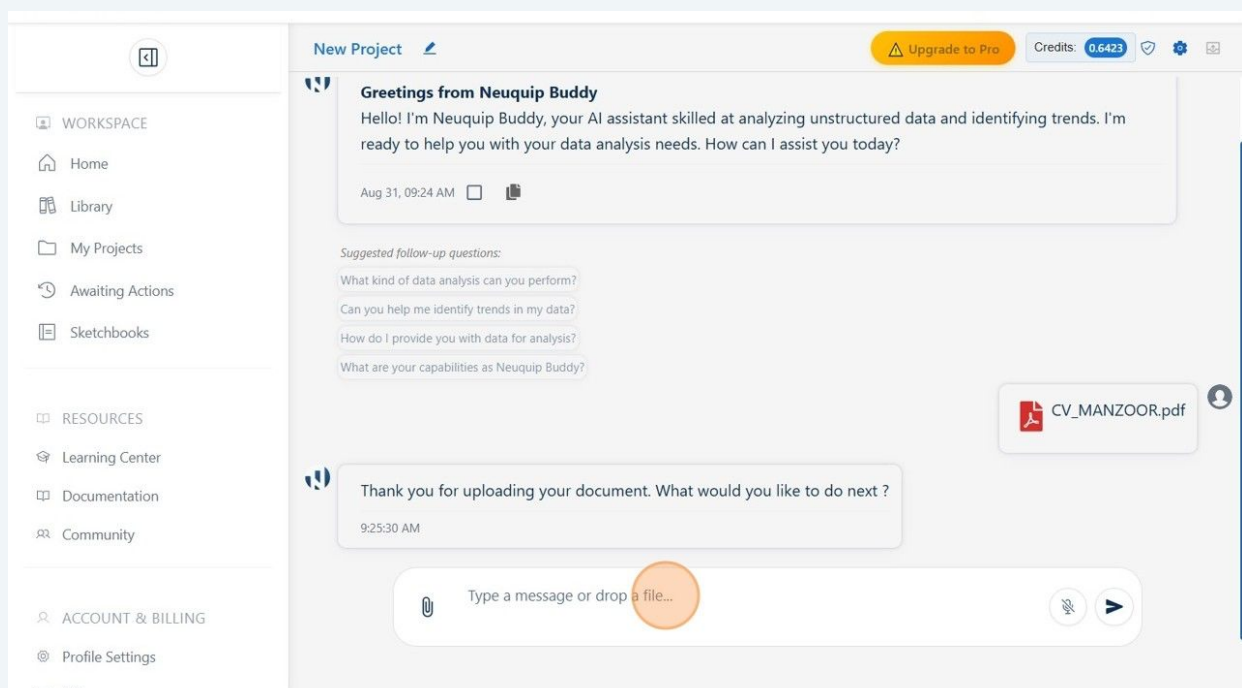
17 Click the upload icon or drag and drop a file to upload it.



18 wait until the file processes

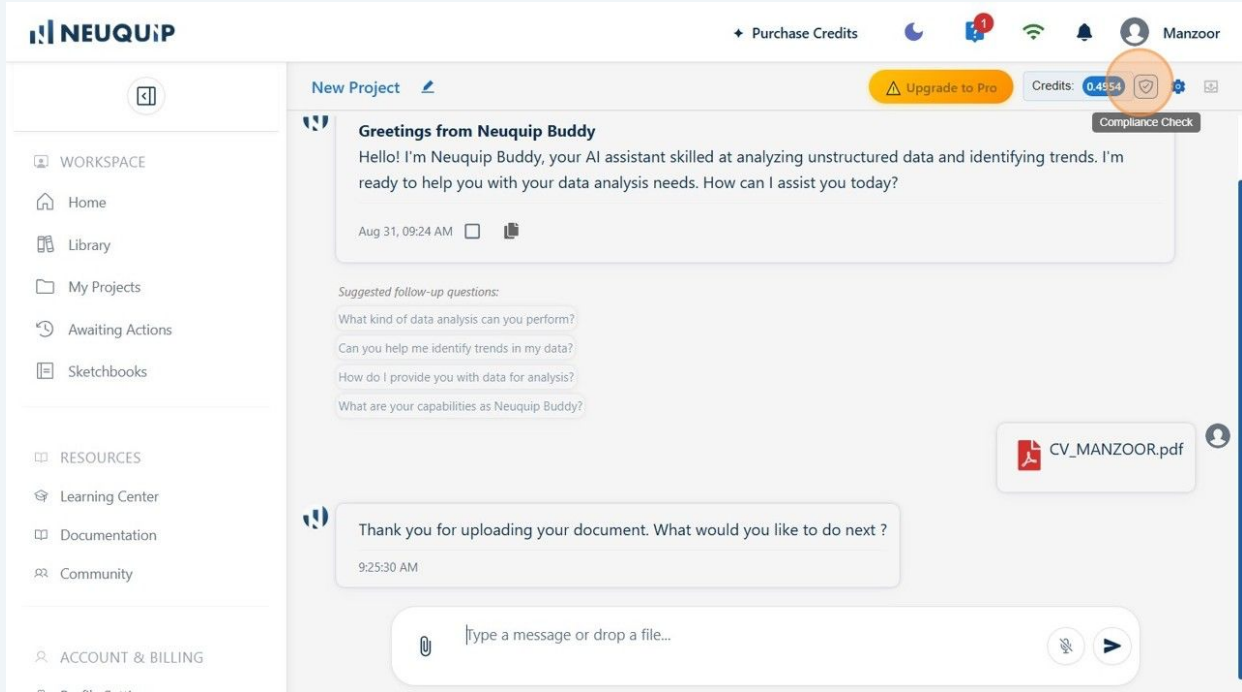


19 Click the "Type a message or drop a file..." field.



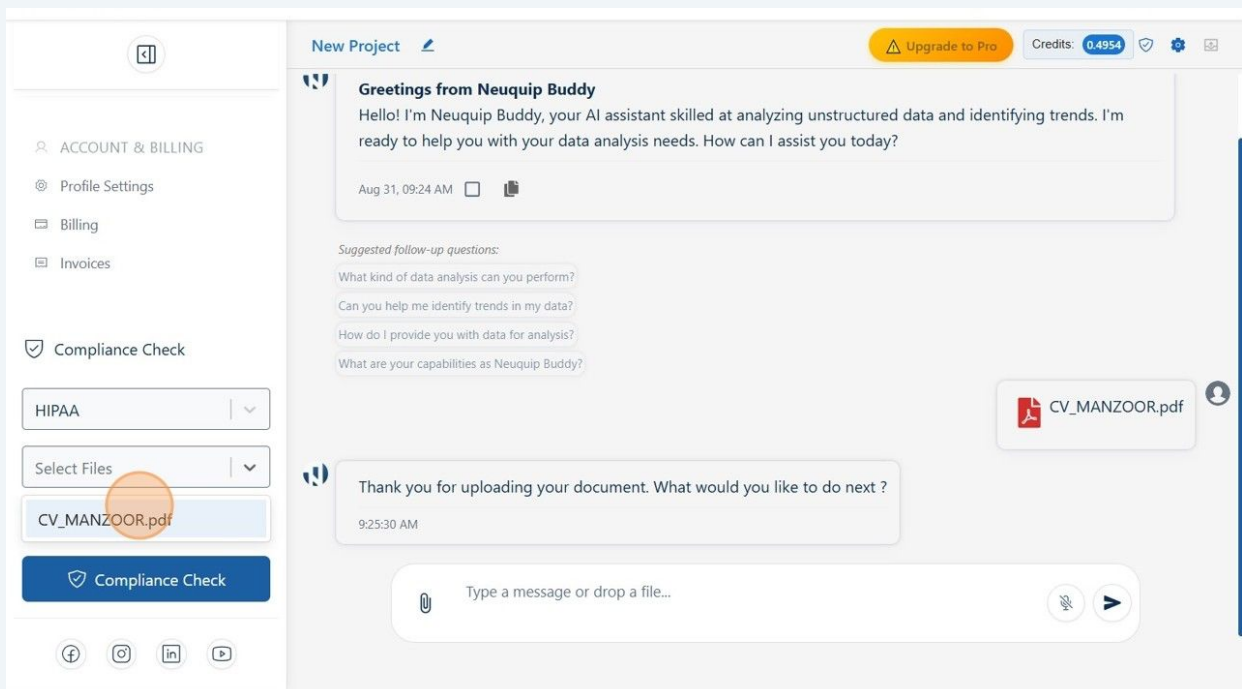
20

After the file is fully processed, you can ask anything related to it. You can also check the file's compliance. Multiple files can be managed within a single project. To review compliance, click the compliance icon.



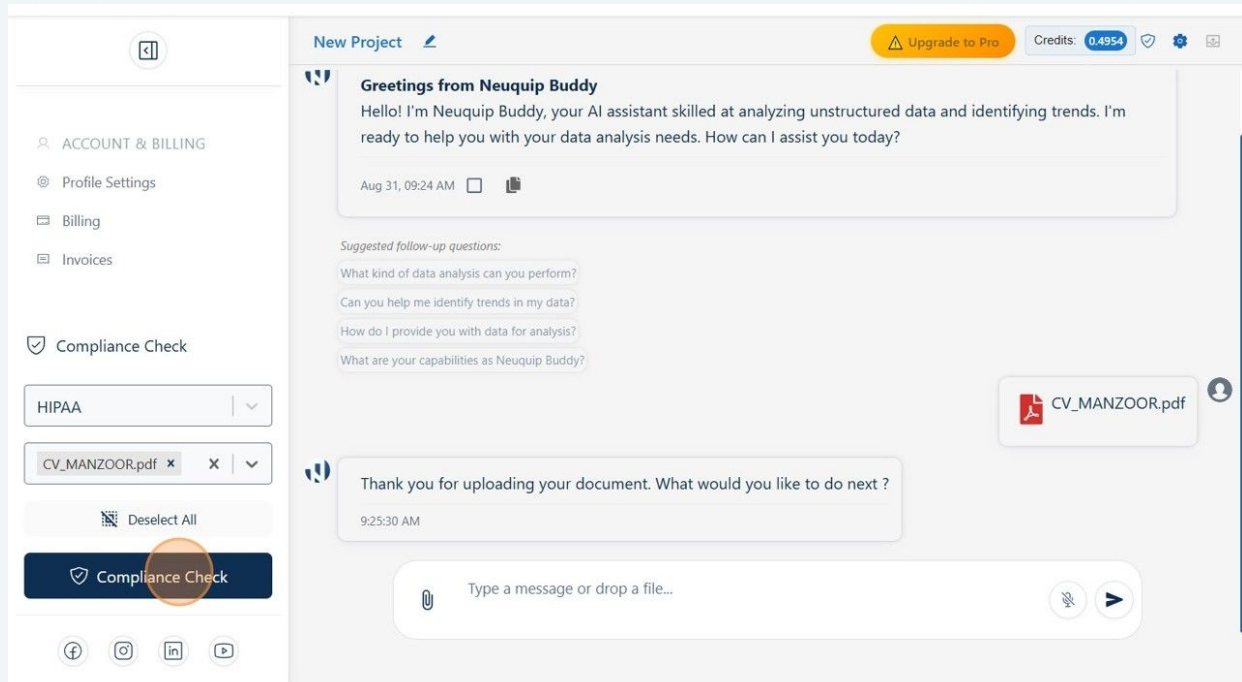
21

Click "CV_MANZOOR.pdf"



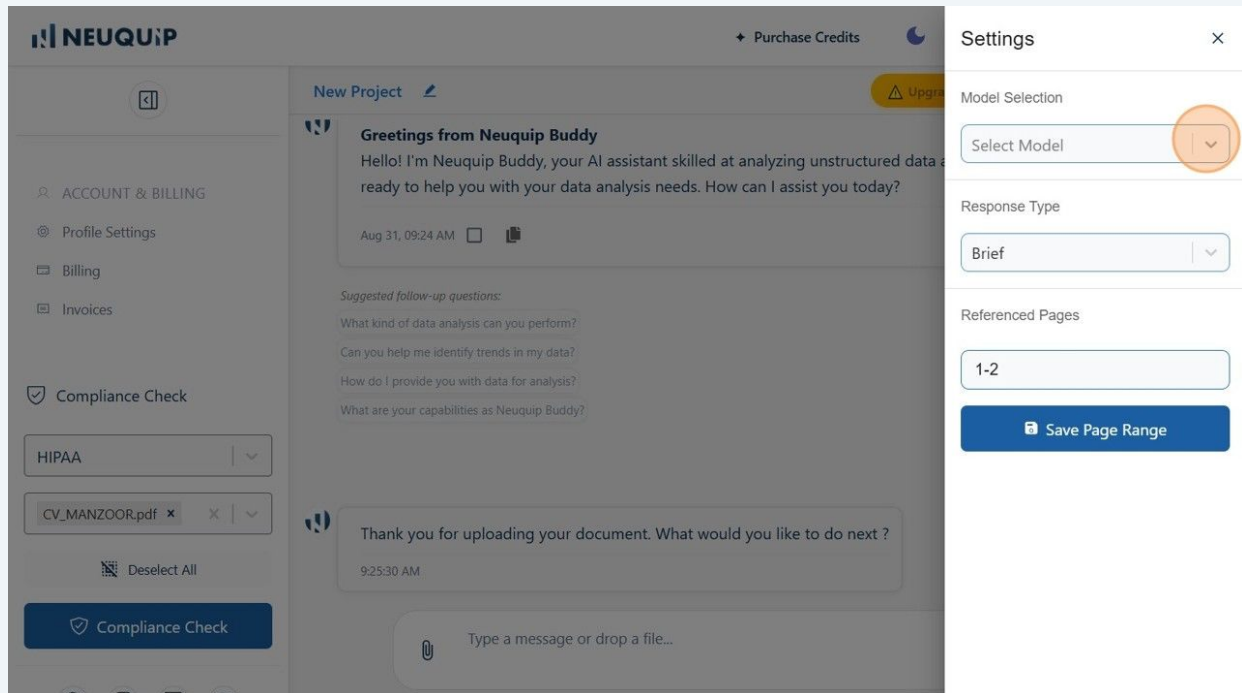
22

This will open the Compliance menu, where you can select a compliance framework such as HIPAA, GDPR, etc., and choose the file you want to check and Click Compliance Check it will show a dialog with the results



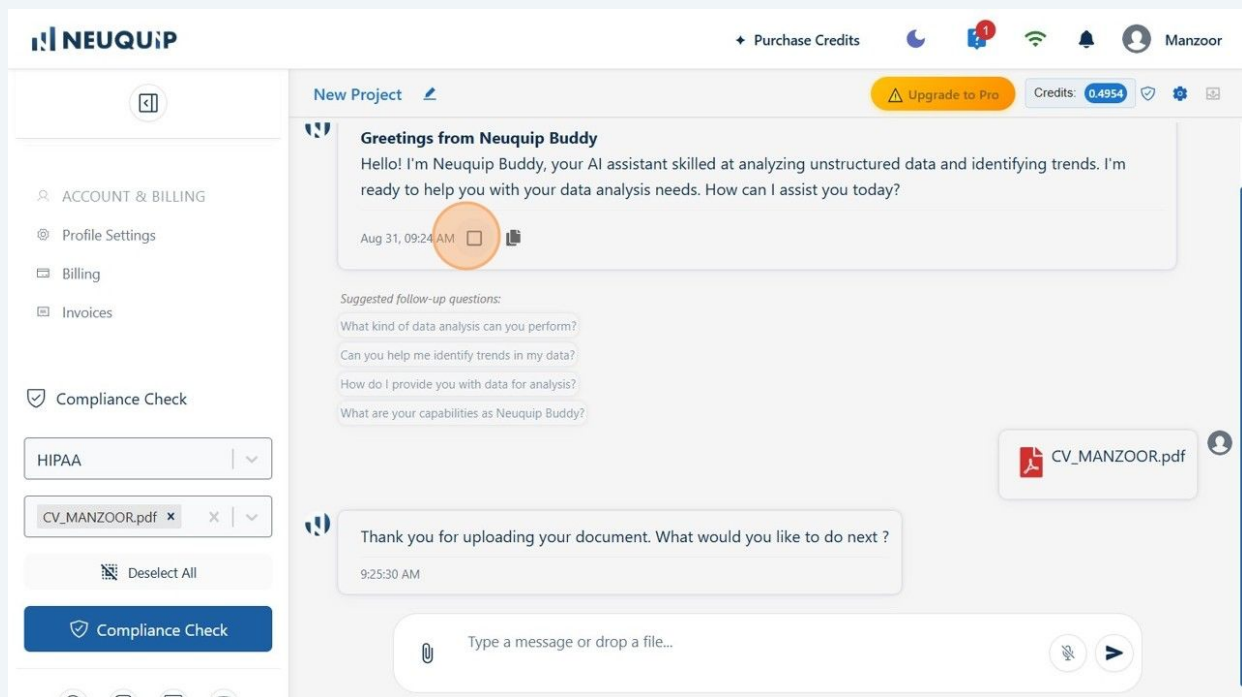
23 Click the Settings icon to open the Settings menu. In this menu, you can:

- **Choose the Model:** Basic or Advanced
- **Select the Response Type:** Brief or Elaborative
- **Set the Page Range:** For example, if you uploaded a file with 20 pages but only want to work with the first 5, enter the range as **1–5**



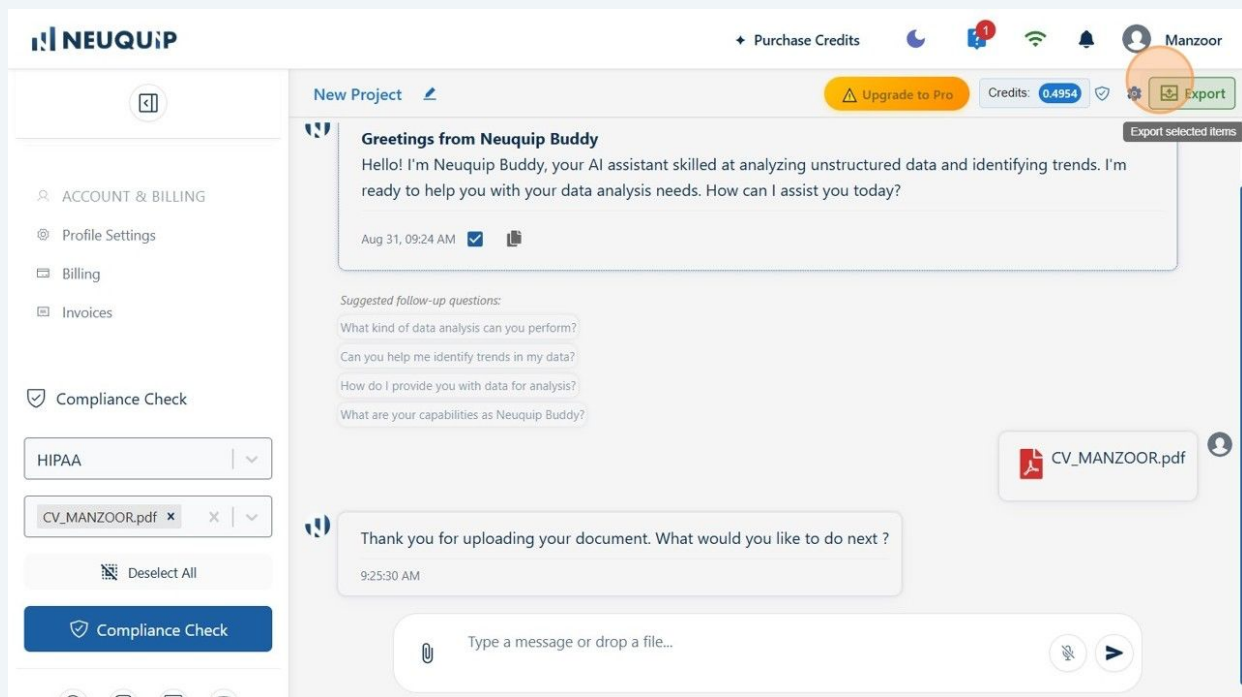
24

Here, you can select the messages, charts, images, or multiple items you want to export. Once you make a selection, the disabled **Export** button will become active and appear at the top-right corner, next to the Settings and Compliance Check icons.

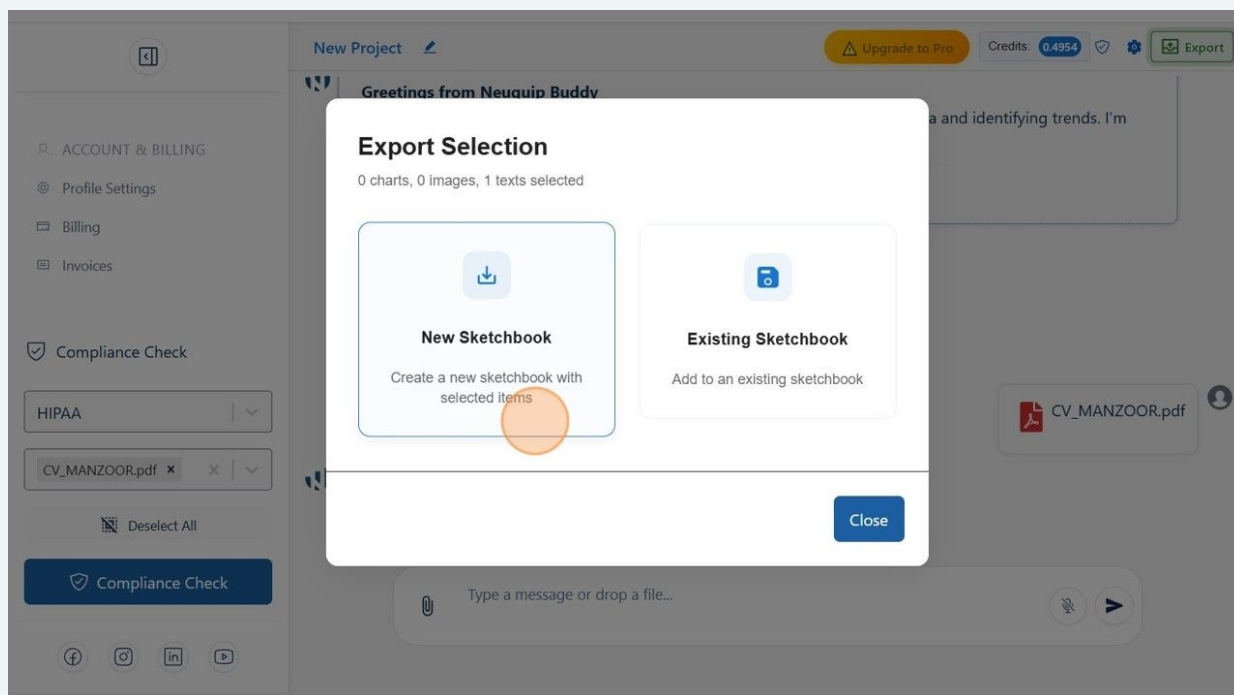


25

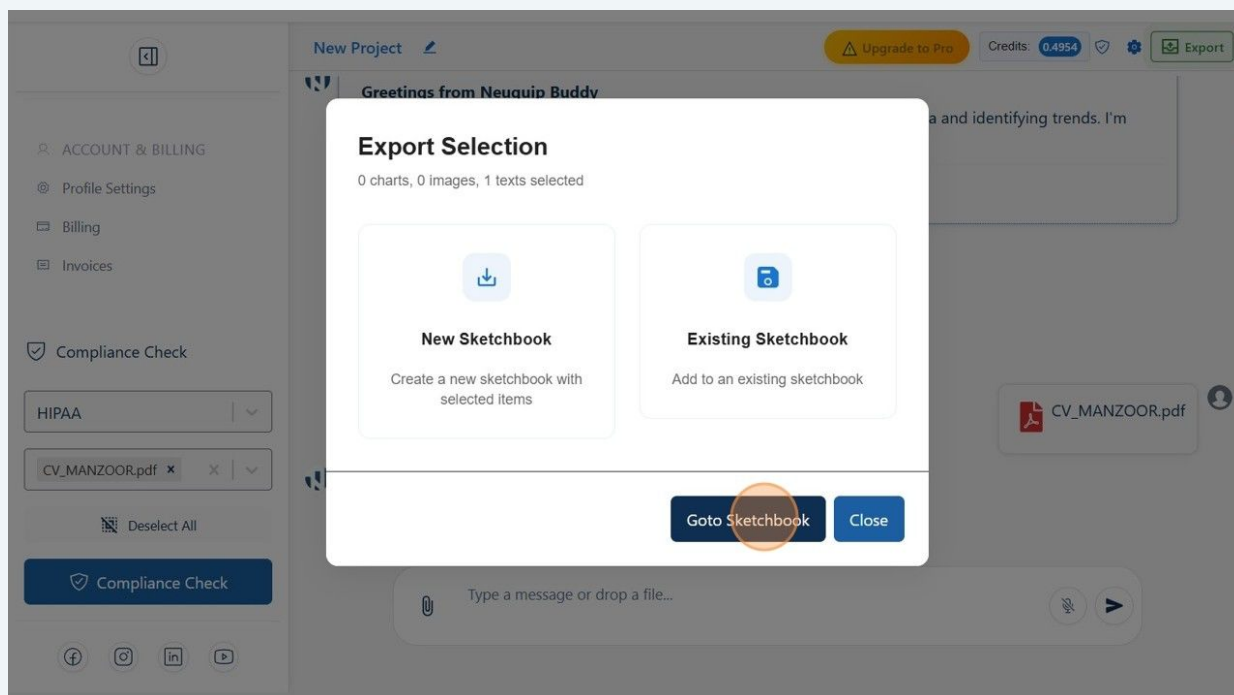
Click here.



26 Click "New Sketchbook" Create a new sketchbook with selected items"

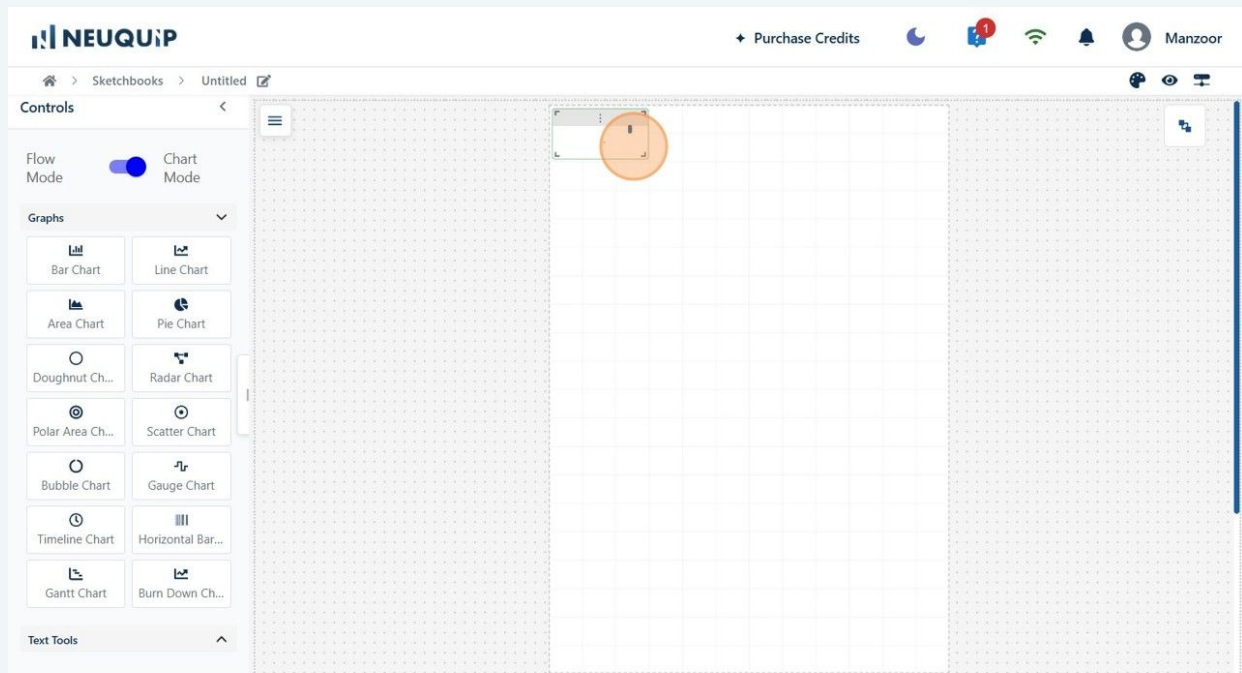


27 Click "Goto Sketchbook"



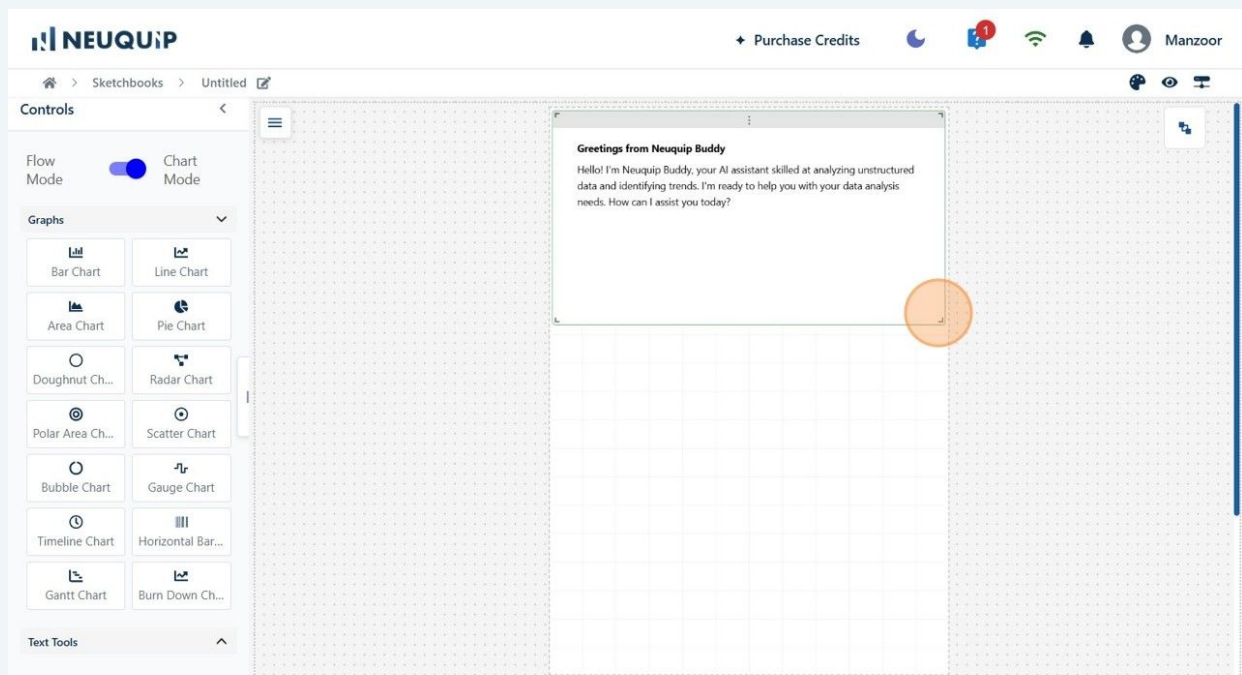
28

You will be navigated to the Sketchbook, where you can edit text content, resize and move elements, or enhance them in other ways. You can also drop in new text boxes, charts, and more.



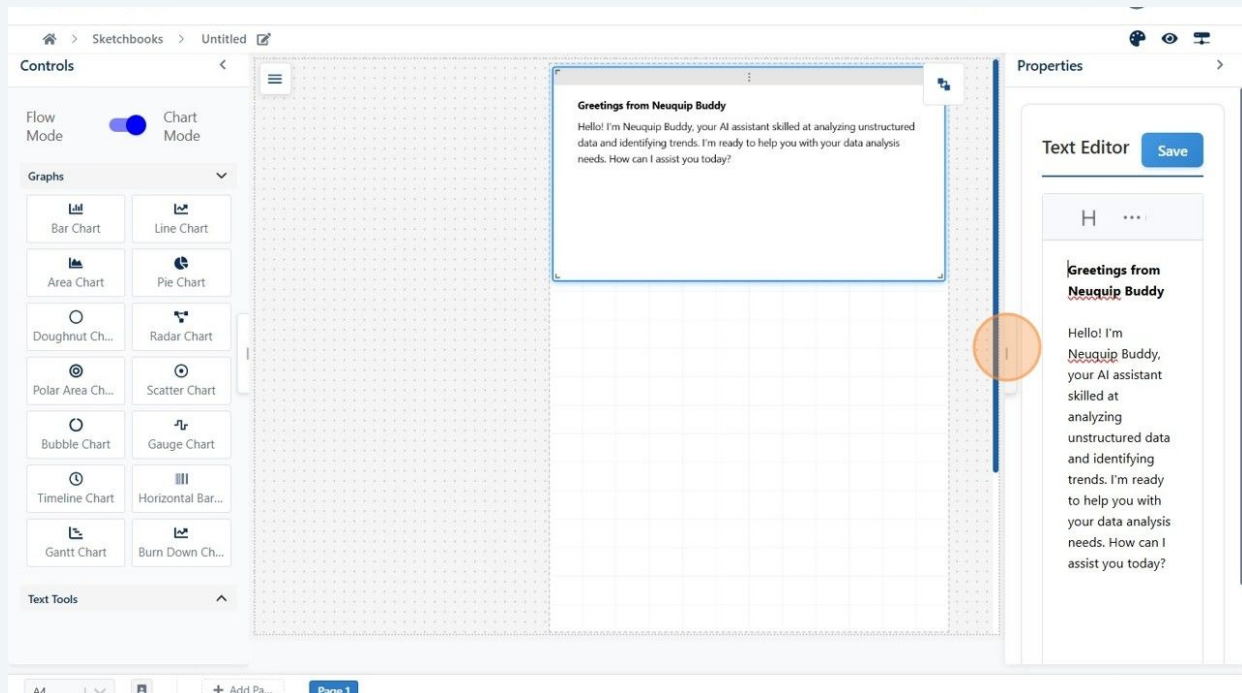
29

Resizing



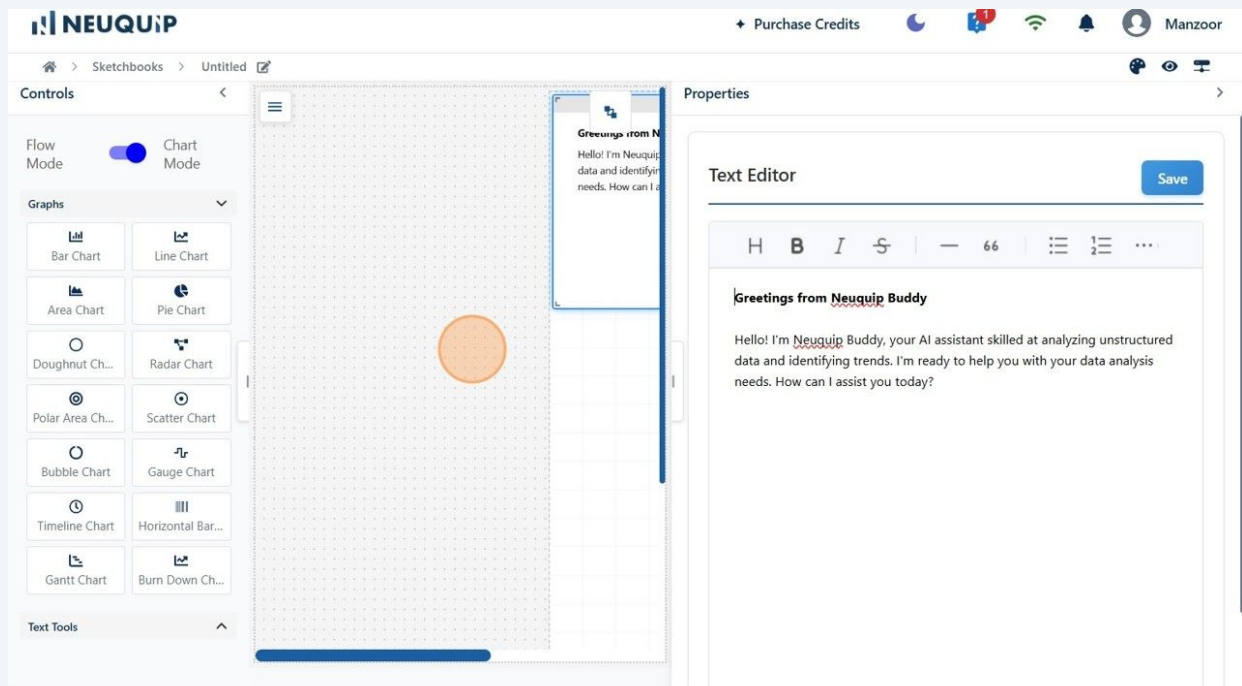
30

Clicking an element will open its dedicated menu, where you can make changes. For example, clicking on a text element opens the text tools, allowing you to edit text, add tables, create ordered or unordered lists, and more. Similarly, every element has its own set of controls.

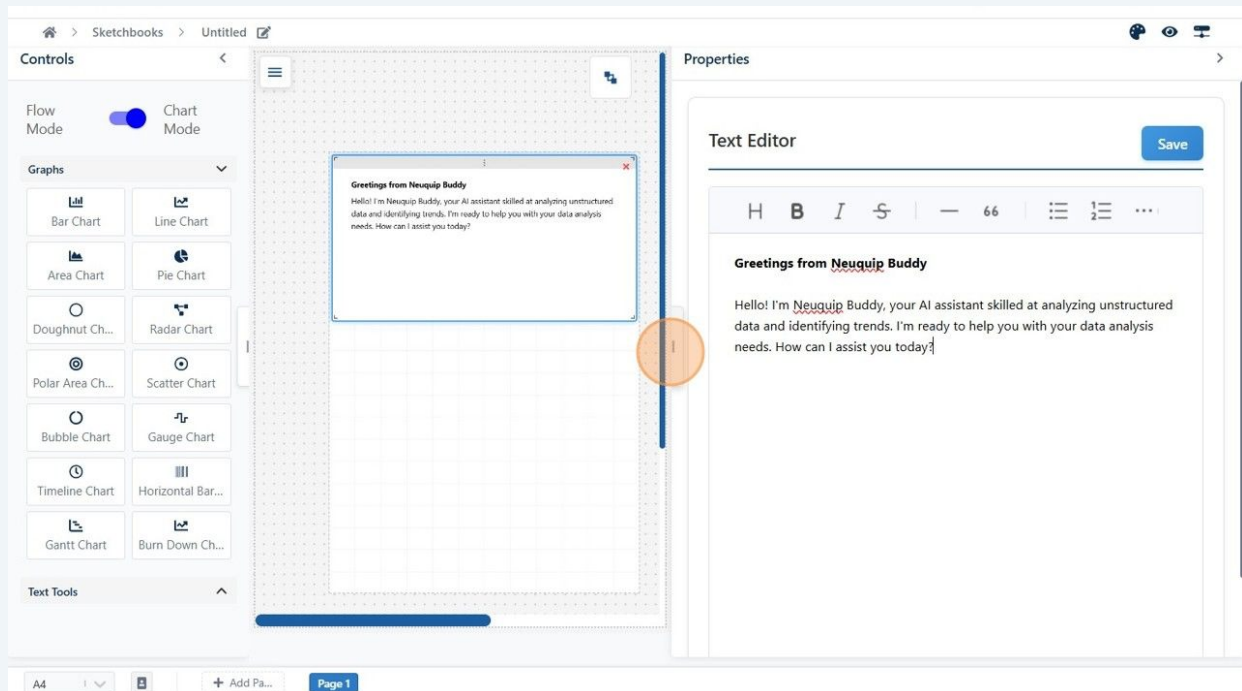


31

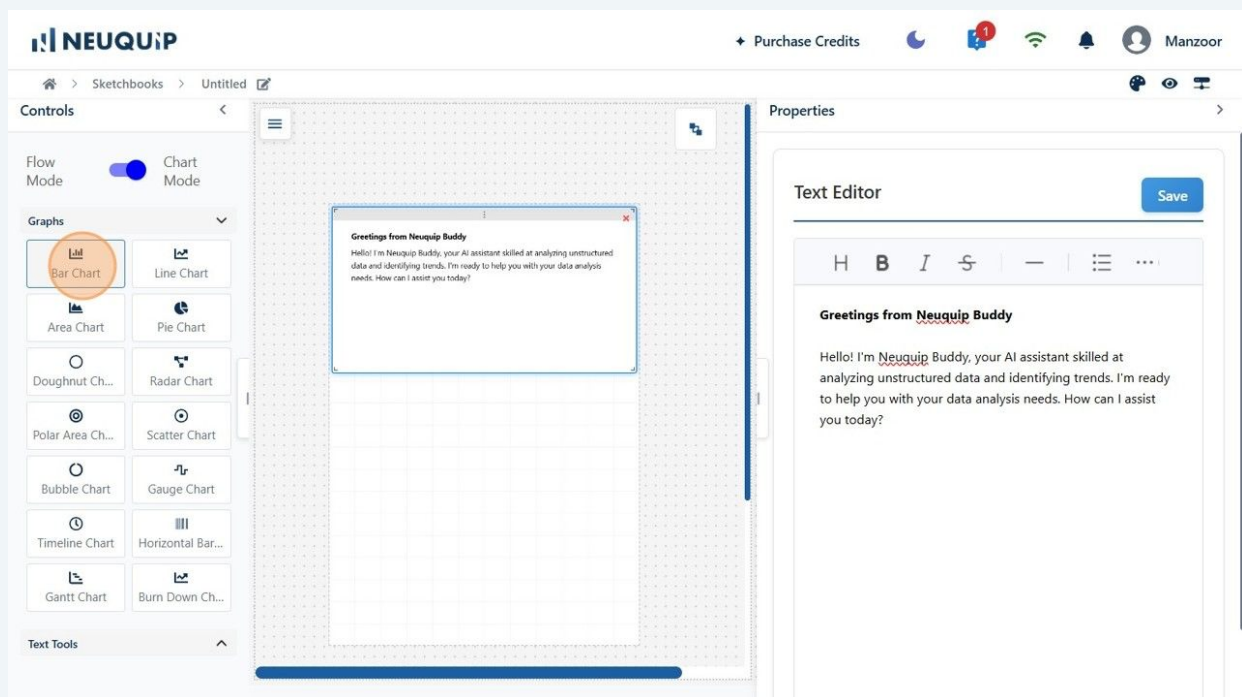
Click " : Greetings from Neuquip Buddy Hello! I'm Neuquip Buddy, your AI assistant skilled at analyzing unstructured data and identifying trends. I'm rea..."



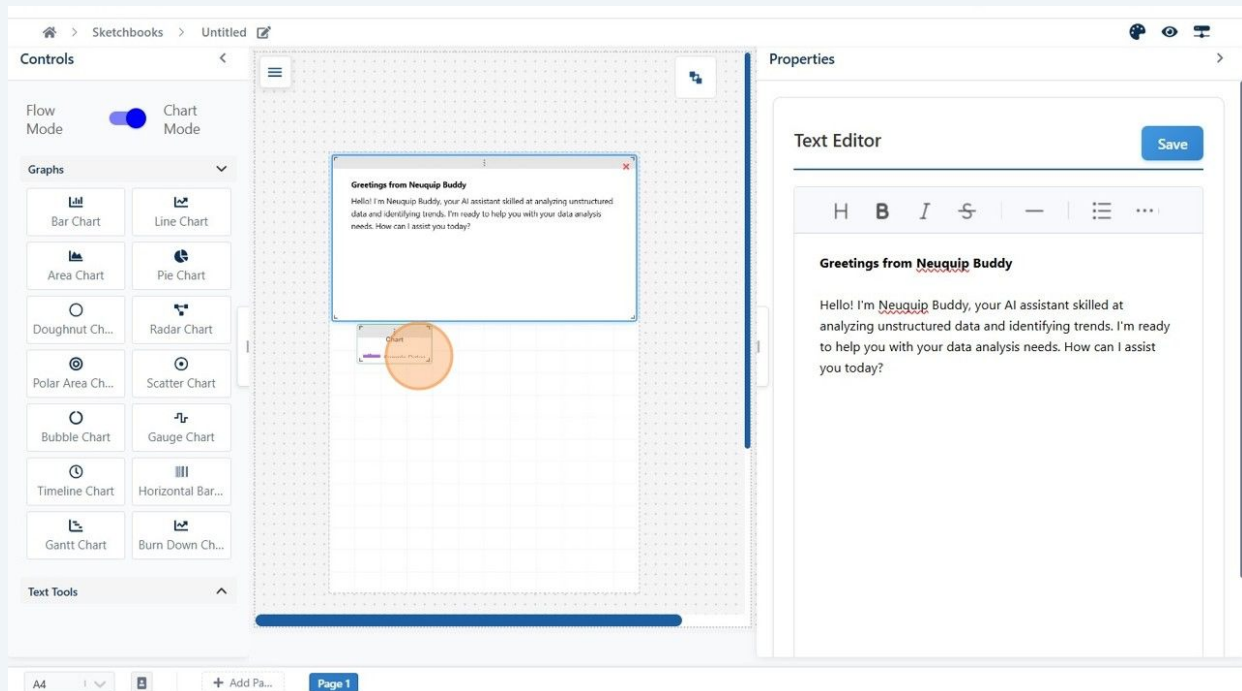
32 Click "Drag to resize drawer"



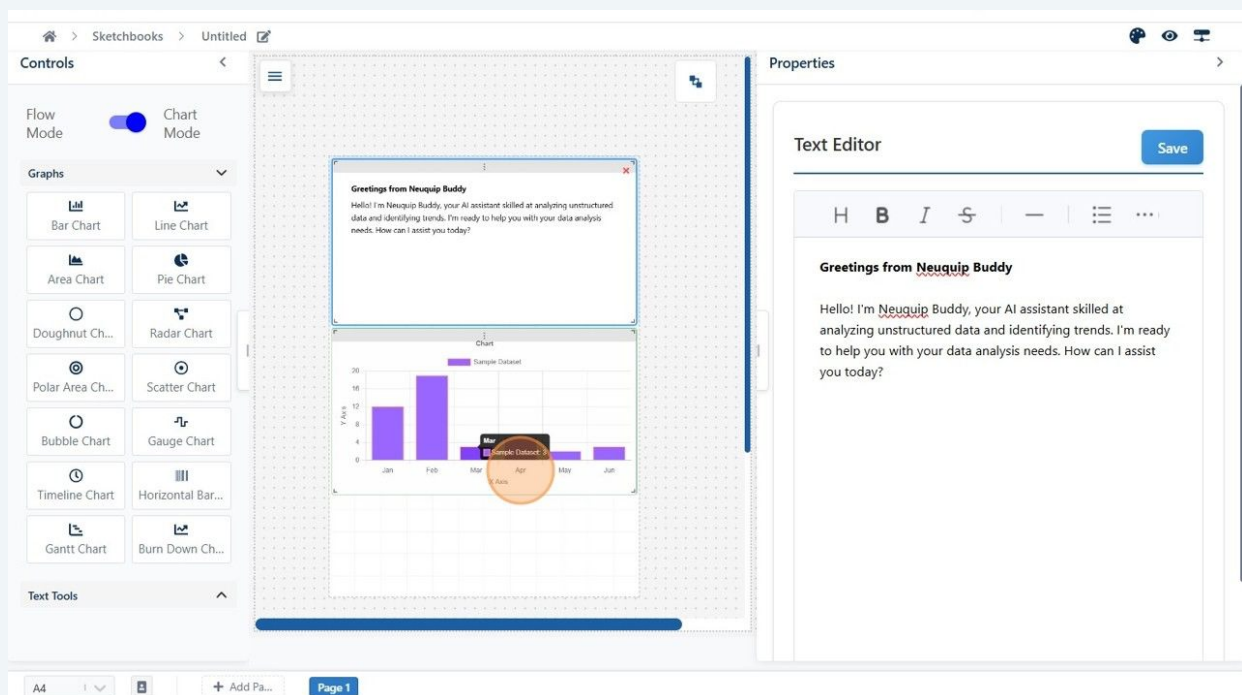
33 Click "Bar Chart" drop it in the white sheet



34 Resize the Bar-chart



35 Click on the bar chart to open its menu



36 Double-click "Jan"

The screenshot shows the NEUQUIP interface with a central workspace containing a bar chart titled "Greetings from Neuquip Buddy". The chart displays data for months Jan through Jun. On the right, the "Chart Data" table is visible, with the "Jan" label in the first row highlighted by an orange circle.

#	Label	Value
1	Jan	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

37 Click this text field.

The screenshot shows the NEUQUIP interface with a central workspace containing a bar chart titled "Greetings from Neuquip Buddy". The chart displays data for months Jan through Jun. On the right, the "Chart Data" table is visible, with the "New Data" text field in the first row highlighted by an orange circle.

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

38 Change the text and click out the text field or hit enter to update it

The screenshot shows the NEUQUIP interface with the 'Chart Data' table. The first row has a text field containing 'New Data' which is highlighted with an orange circle. The table has columns for '#', 'Label', and 'Value'.

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

39 Here you can see updated chart

The screenshot shows the NEUQUIP interface with the 'Chart Data' table. The first row is now updated with 'New Data' and '12'. The chart in the center of the interface reflects this update, showing a bar for 'New Data' with a value of 12.

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

40 You can add new rows by clicking the “+” icon.

The screenshot shows the Neuquip interface with the 'Properties' panel on the right. The 'Add Data Point' button, represented by a plus sign in a circle, is highlighted. The table in the Properties panel contains the following data:

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

41 Click here.

The screenshot shows the Neuquip interface with the 'Properties' panel on the right. The 'Add Data Point' button, represented by a plus sign in a circle, is highlighted. The table in the Properties panel now includes a new row:

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3
7	Point 7	0

42 You can remove a selected row by clicking the **trash** icon.

The screenshot shows the Neupip interface with a bar chart titled 'Greetings from Neupip Buddy'. The chart displays data for 'New Data', 'Feb', 'Mar', 'Apr', 'May', 'Jun', and 'Point 7'. The 'Properties' panel on the right shows a table with 7 rows. The 7th row is highlighted, and the 'Remove Selected Data Points' section at the bottom of the table has a trash icon.

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3
7	Point 7	0

43 Click this icon to export the chart data in Excel format. Alternatively, you can use the next icon to export only the chart's format (without data). You can later fill this template with new data, upload it back, and apply the same chart design with different data.

The screenshot shows the Neupip interface with a bar chart titled 'Greetings from Neupip Buddy'. The chart displays data for 'New Data', 'Feb', 'Mar', 'Apr', 'May', and 'Jun'. The 'Properties' panel on the right shows a table with 6 rows. The 'Export Data to Excel' icon is visible in the bottom right of the table.

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

44

Click **“Upload Excel File”** and select the file you filled with data. The chart will update automatically to apply the new data correctly.

The screenshot shows the NEUQUIP interface with the 'Controls' panel on the left, a central workspace with a bar chart, and the 'Properties' panel on the right. In the 'Properties' panel, the 'Data Source' section has a button labeled 'Upload Excel File' which is circled in orange. The 'Chart Data' table below it shows the following data:

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2

45

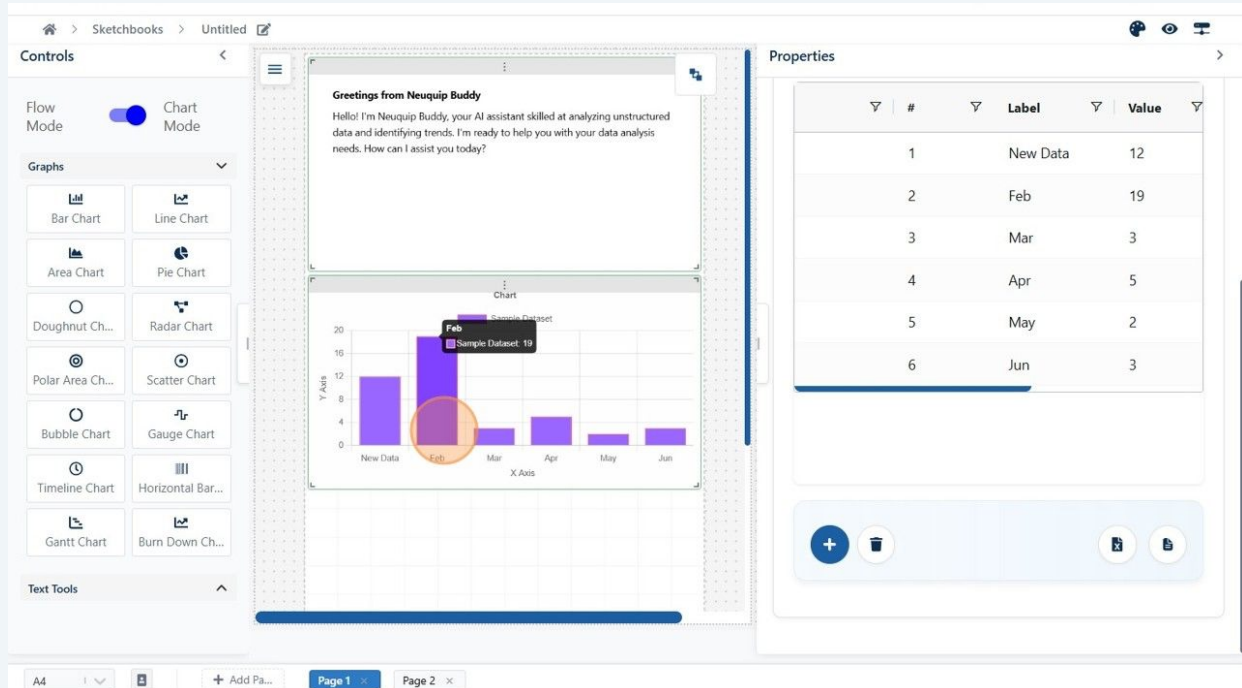
Click **“Add Page”** to create a second page. You are not limited to just one page—you can add as many pages as you need. You can also remove any pages you don’t want.

The screenshot shows the NEUQUIP interface with the 'Controls' panel on the left, a central workspace with a bar chart, and the 'Properties' panel on the right. In the bottom left corner, there is a button labeled 'Add new page' which is highlighted with an orange box. The 'Chart Data' table in the 'Properties' panel now includes an additional row:

#	Label	Value
1	New Data	12
2	Feb	19
3	Mar	3
4	Apr	5
5	May	2
6	Jun	3

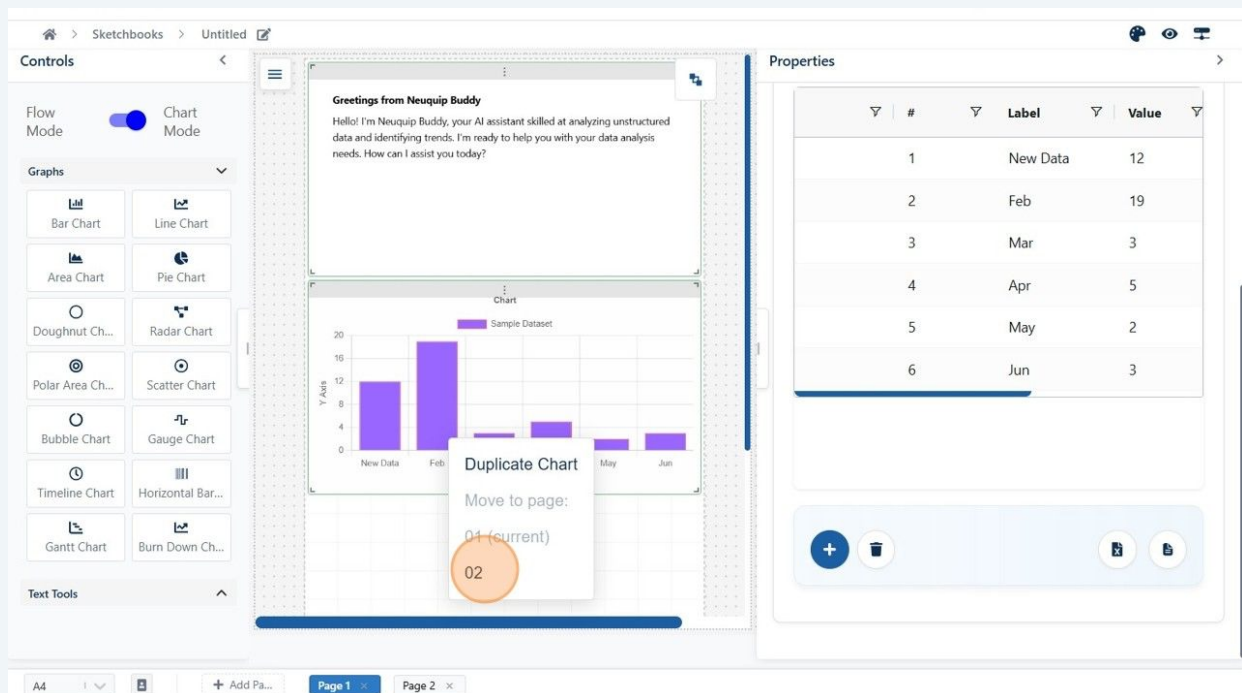
46

Right-click on any element to see additional options, such as *Move to Specific Page*, *Duplicate*, and more.

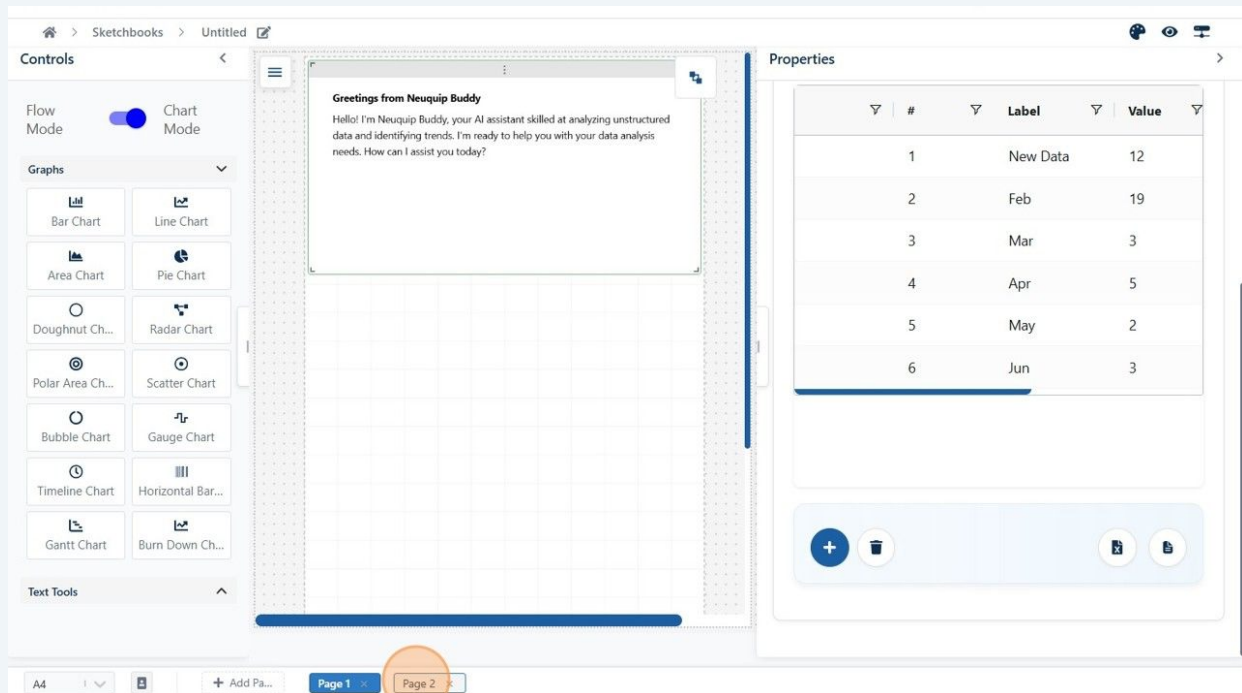


47

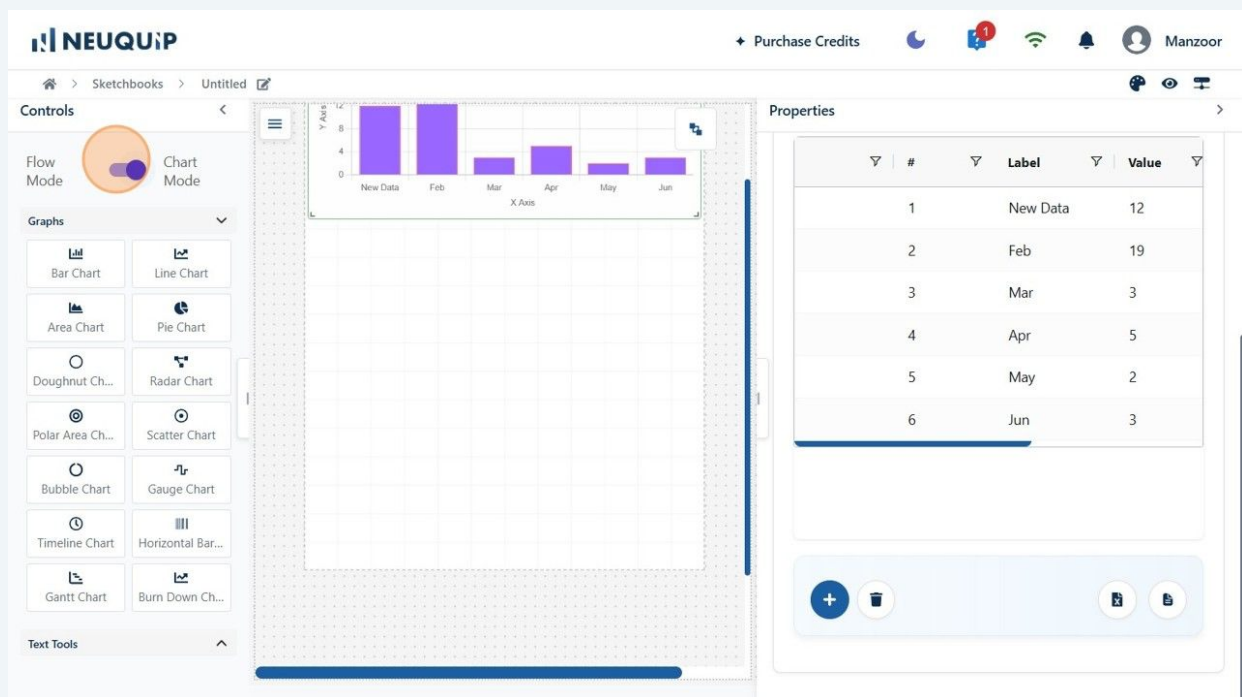
Click "02"



48 Click "Page 2"

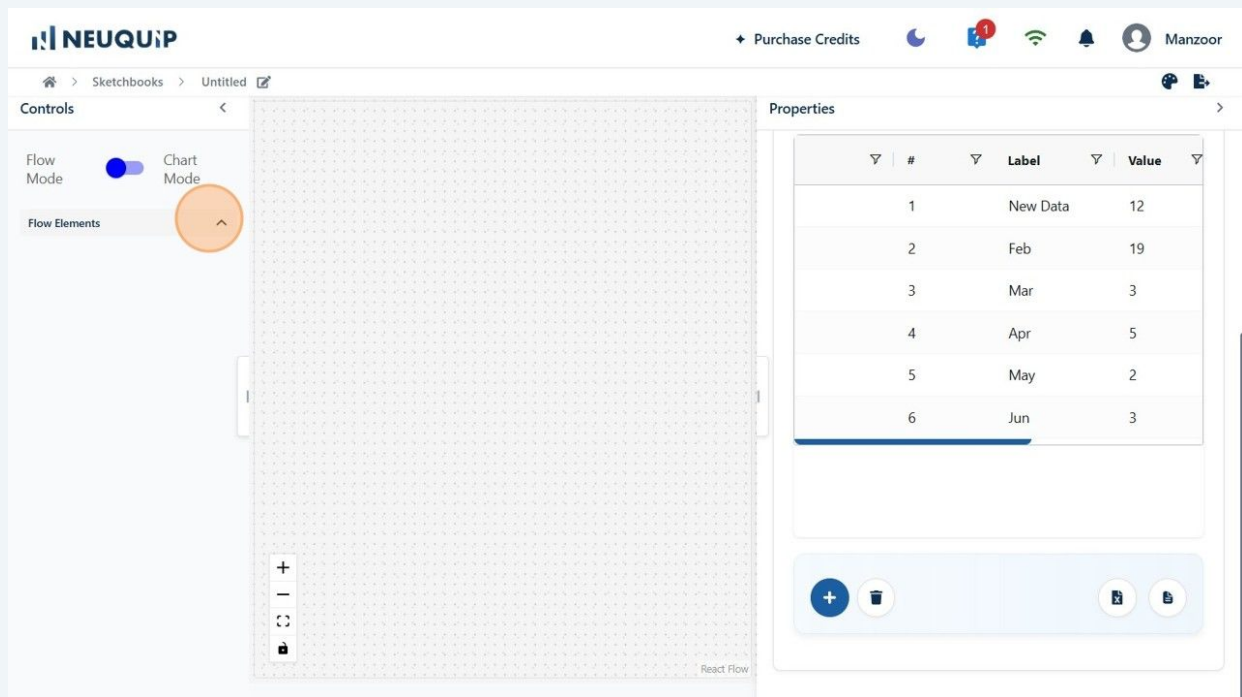


49 By clicking the toggle button, you can switch between **Flowchart Mode** and **Chart Mode**. By default, it is set to **Chart Mode**.



50

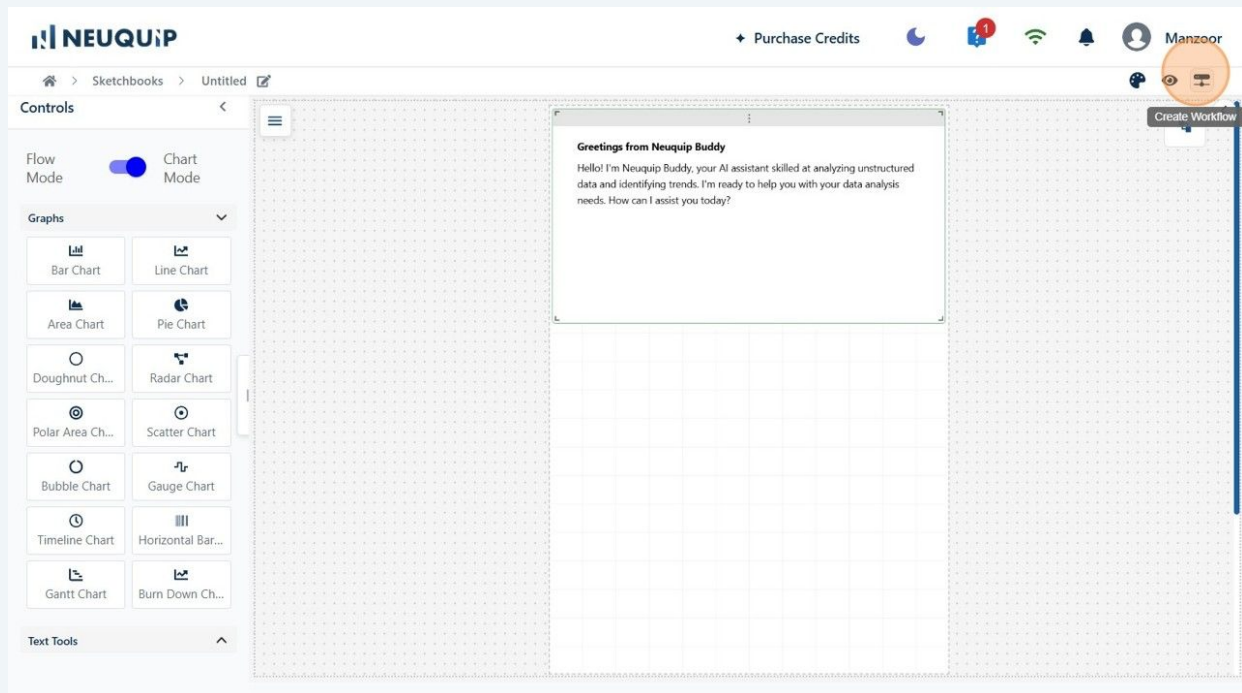
Click this icon to view all available flowchart elements, which you can drag and drop onto the canvas.



51

Here you will see several options, including the Color icon, Eye icon, and Workflow icon:

- **Color Icon** – Changes the background color of the canvas. By default, it is white, but you can set it to any color you want.
- **Eye Icon** – Opens a preview of your work. In preview mode, you can save it as a PDF or share it with anyone via email.
- **Workflow Icon** – Allows you to assign the work to someone within your organization for review.



52

Here, you may need to fill in some fields manually, while others will be pre-filled by default.

Basic Information

Creator
Manzoor
Your name as the workflow creator

Date
31-08-2025
Today's date (automatically set)

Project Name
Untitled
Name of the project this workflow is for

Priority *
Medium
Importance level of this workflow

Due Date *
02-09-2025
When this workflow needs to be completed

Subject *
New Workflow Request
Brief description of the workflow purpose

Required Actions *
Describe what actions are required from the team members

53

Basic Information

Creator
Manzoor
Your name as the workflow creator

Date
31-08-2025
Today's date (automatically set)

Project Name
Untitled
Name of the project this workflow is for

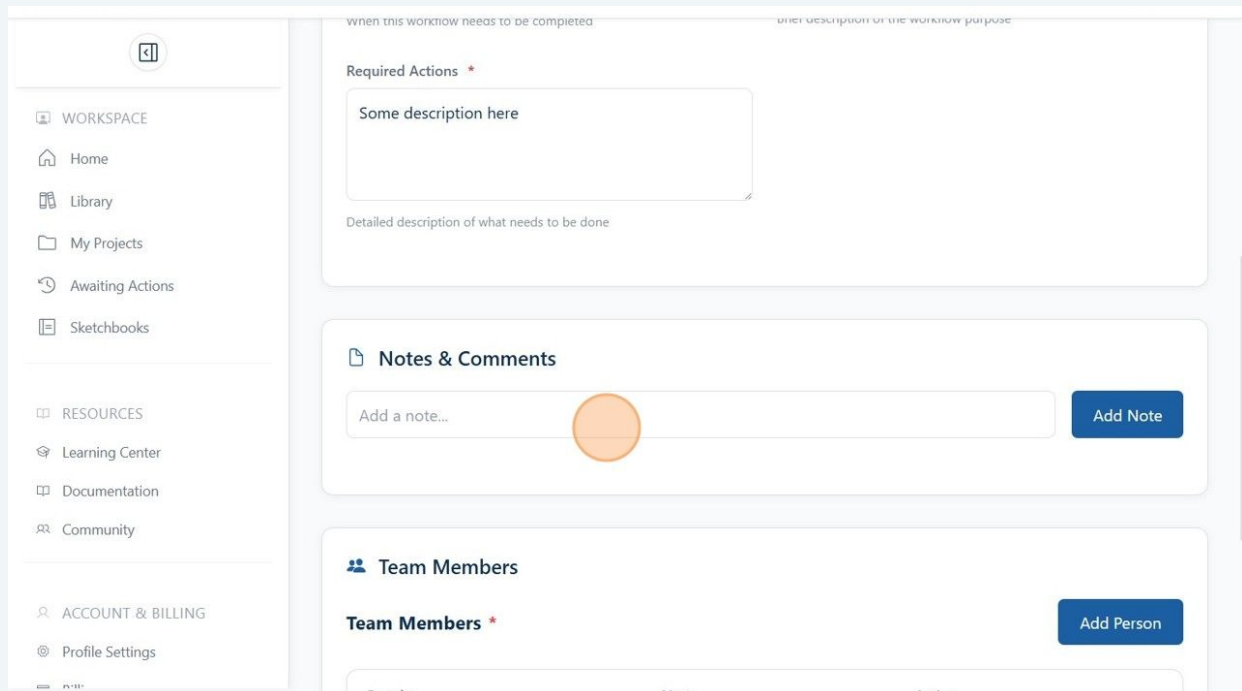
Priority *
Medium
Importance level of this workflow

Due Date *
02-09-2025
When this workflow needs to be completed

Subject *
New Workflow Request
Brief description of the workflow purpose

Required Actions *
Describe what actions are required from the team members

54 Click the "Add a note..." field.



When this workflow needs to be completed: Brief description of the workflow purpose

Required Actions *

Some description here

Detailed description of what needs to be done

Notes & Comments

Add a note...

Add Note

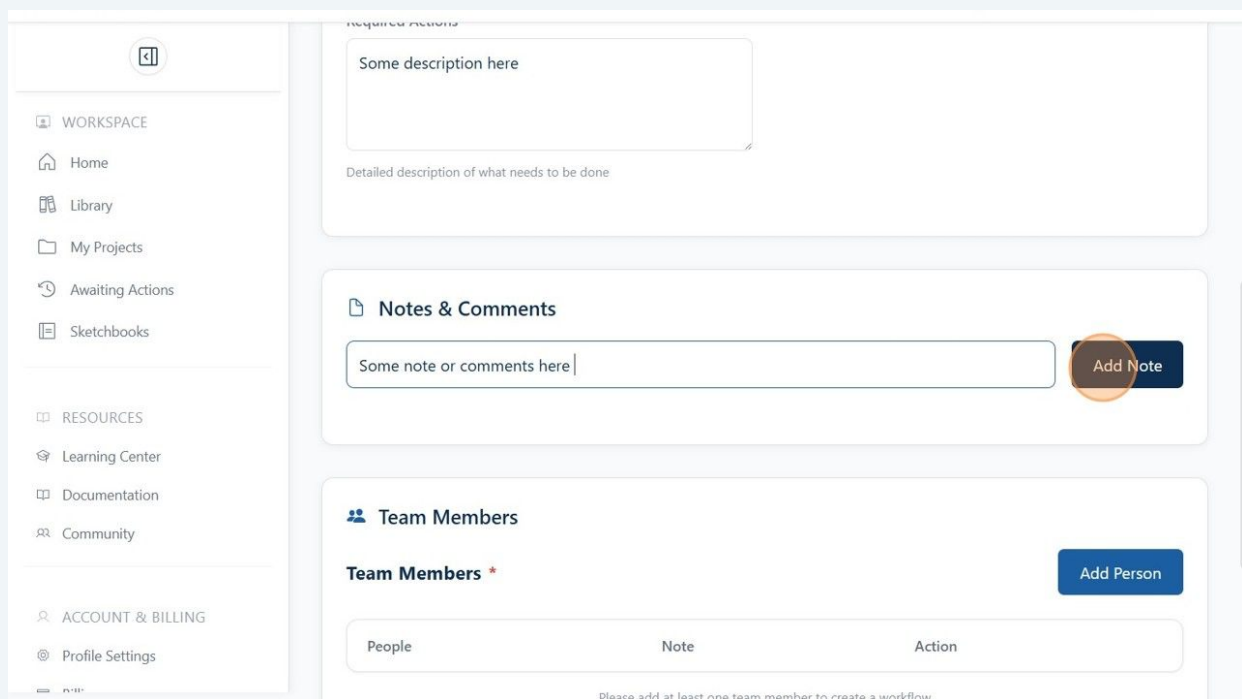
Team Members

Team Members *

Add Person

People	Note	Action
--------	------	--------

55 Click "Add Note"



Required Actions *

Some description here

Detailed description of what needs to be done

Notes & Comments

Some note or comments here

Add Note

Team Members

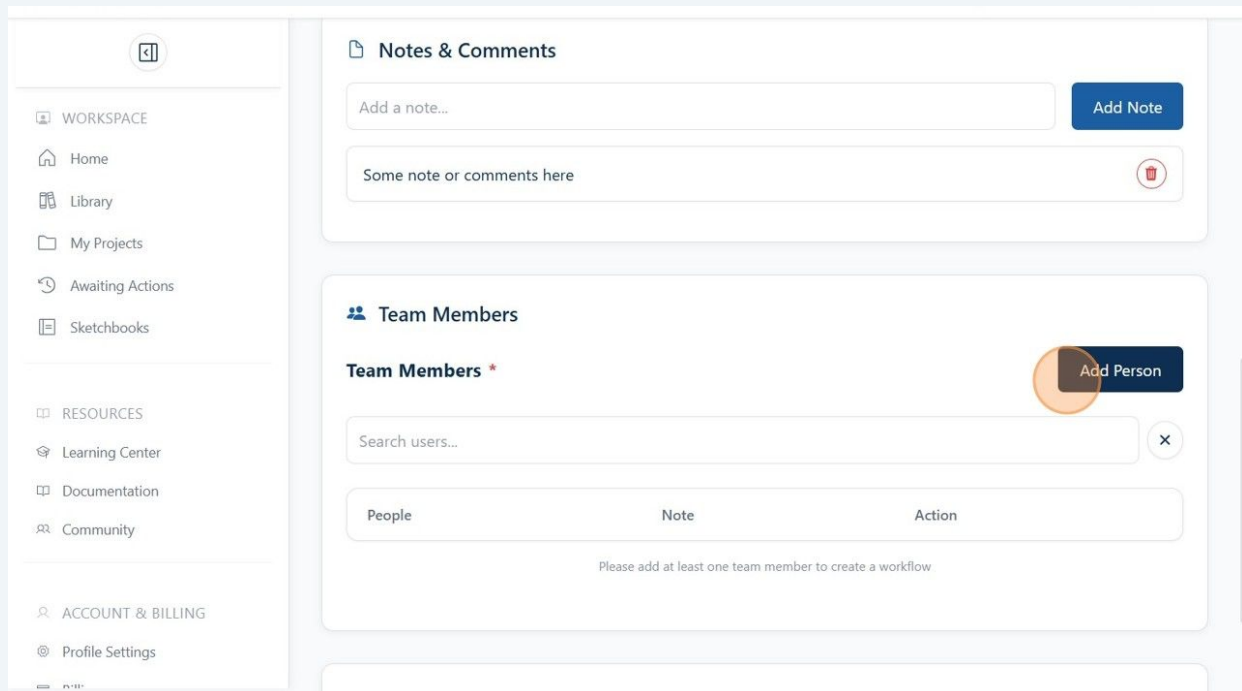
Team Members *

Add Person

People	Note	Action
--------	------	--------

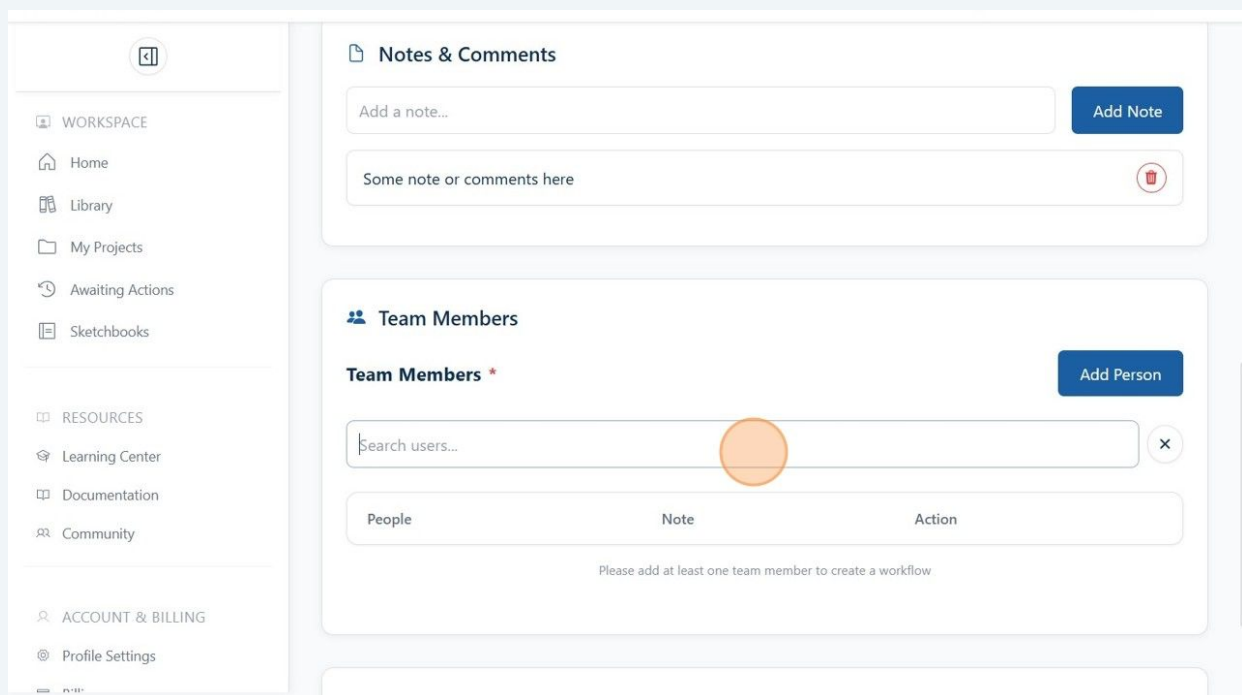
Please add at least one team member to create a workflow

56 Click "Add Person"



The screenshot shows the NEUQUIP interface. On the left is a sidebar with navigation links: WORKSPACE (Home, Library, My Projects, Awaiting Actions, Sketchbooks), RESOURCES (Learning Center, Documentation, Community), and ACCOUNT & BILLING (Profile Settings). The main content area has two sections: 'Notes & Comments' and 'Team Members'. The 'Team Members' section has a title 'Team Members *', a search bar 'Search users...', and an 'Add Person' button. An orange circle highlights the 'Add Person' button. Below the search bar is a table with columns 'People', 'Note', and 'Action'. A message at the bottom of the table says 'Please add at least one team member to create a workflow'.

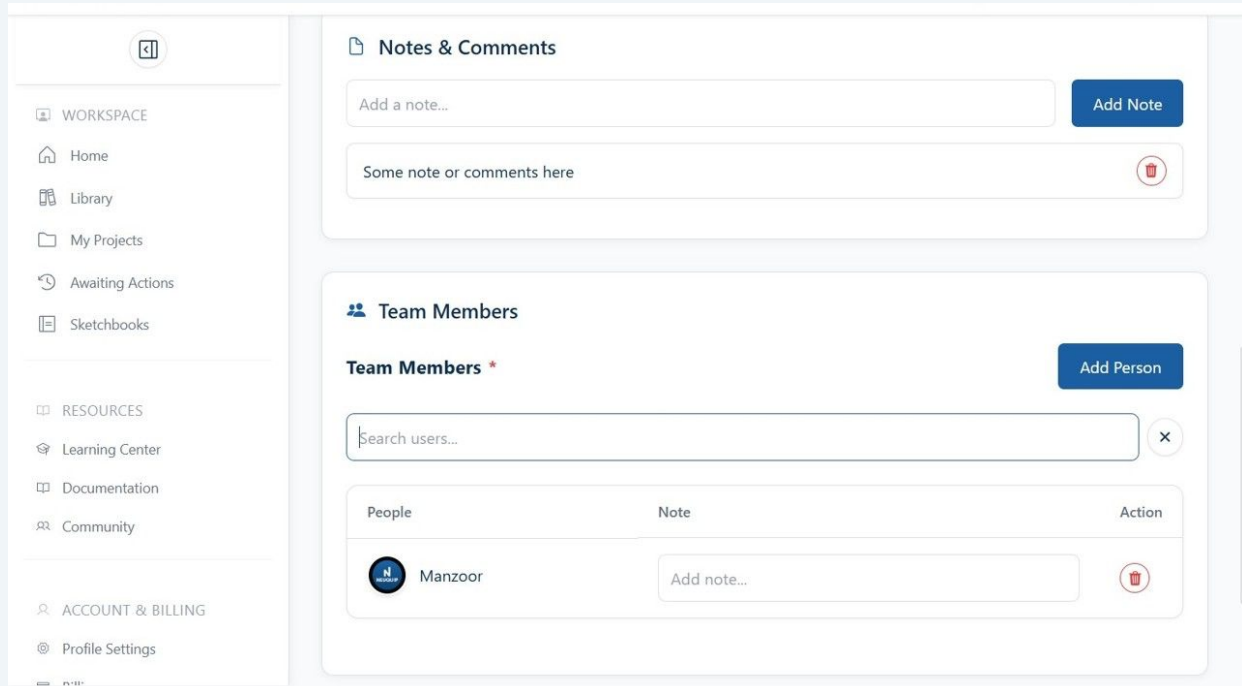
57 Click the "Search users..." field.



The screenshot shows the NEUQUIP interface, identical to the previous one. The 'Team Members' section is highlighted. An orange circle highlights the 'Search users...' input field. The 'Add Person' button is also visible. The table below the search bar has columns 'People', 'Note', and 'Action'. The message 'Please add at least one team member to create a workflow' is at the bottom.

58

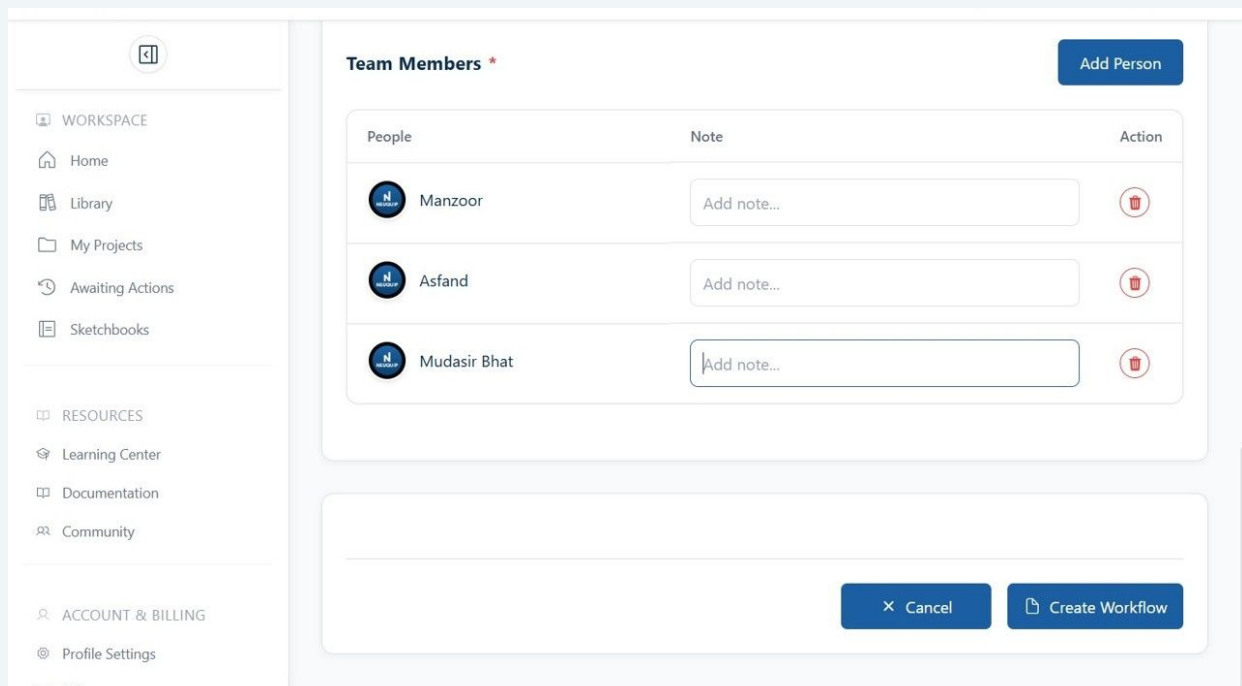
Type the name of a member to see a list of suggestions, then select the one you want. By repeating this process, you can add multiple members.



The screenshot shows the NEUQUIP interface. On the left is a sidebar with navigation links: WORKSPACE (Home, Library, My Projects, Awaiting Actions, Sketchbooks), RESOURCES (Learning Center, Documentation, Community), and ACCOUNT & BILLING (Profile Settings). The main content area has two sections. The 'Notes & Comments' section has a text input 'Add a note...', an 'Add Note' button, and a placeholder 'Some note or comments here' with a delete icon. The 'Team Members' section has an 'Add Person' button, a search input 'Search users...', and a table with columns 'People', 'Note', and 'Action'. The table contains one row for 'Manzoor' with an 'Add note...' input and a delete icon.

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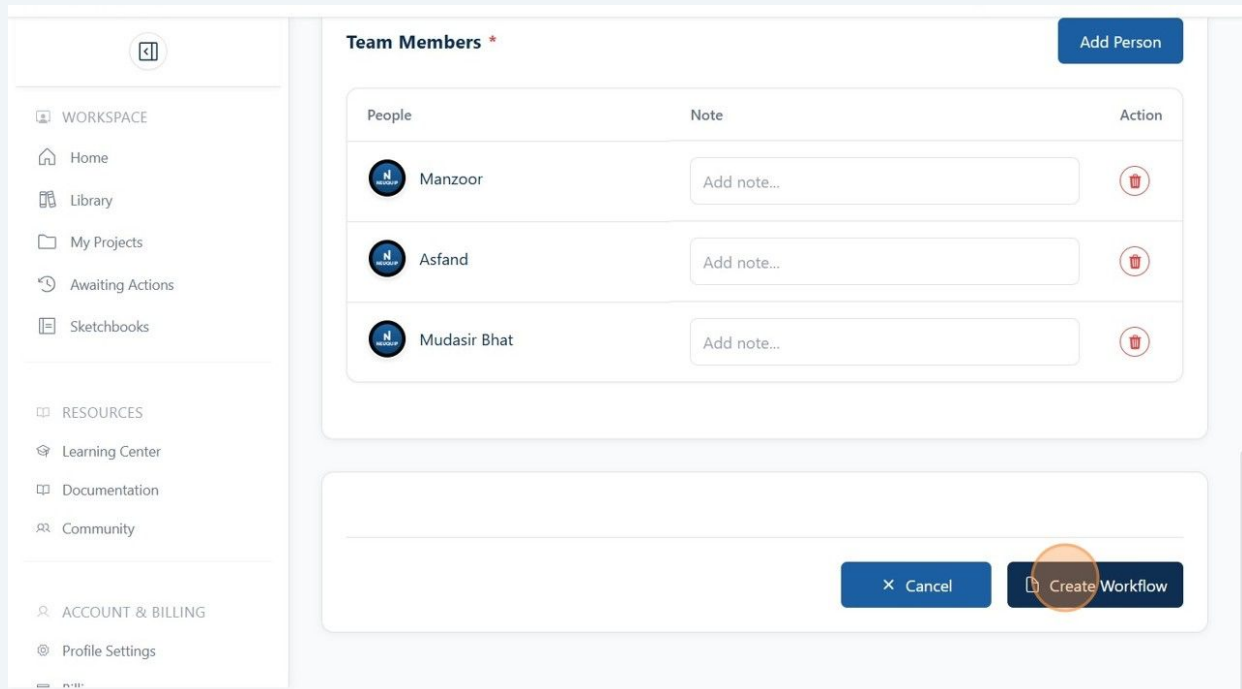
Type "Asf"



The screenshot shows the NEUQUIP interface. The sidebar is the same as in the previous screenshot. The 'Team Members' section now shows three members in the table: 'Manzoor', 'Asfand', and 'Mudasir Bhat'. Each member has an 'Add note...' input and a delete icon. Below the table, there are 'Cancel' and 'Create Workflow' buttons.

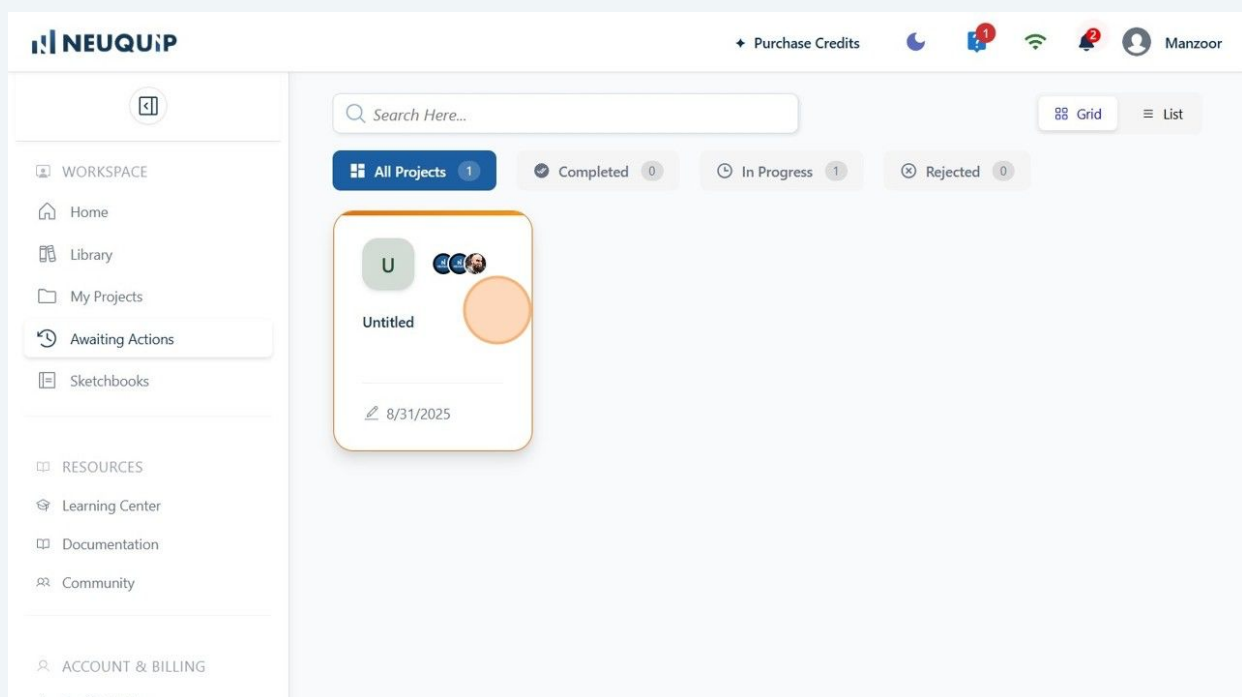
60

Click **“Create Workflow”** to generate a new workflow. The assigned members will be notified along with its priority. You will then be navigated to **Awaiting Actions**, where you can view all workflows — both the ones you created and the ones assigned to you.



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Here, you can see the workflows you have created. By clicking on one, you can view its progress, see who is currently reviewing it, and check any notes or status updates provided by the reviewer.



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Click "Untitled Created Aug 31, 2025 09:39 View Sketchbook in-progress Workflow Details Subject New Workflow Request Priority Medium Project Name Untitled Due Da..."

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here you can see the Approval Flow