

AI Agent Document Analyzer

[AI Agent Document Analyzer — developed in Microsoft Copilot Studio by Compusoft Advisors.]



Q1. What is the Document Analyzer Agent?

The Document Analyzer Agent is an AI-powered solution built in Microsoft Copilot Studio, enhanced with Azure AI services, that automates document summarisation, comparison, and compliance validation to improve accuracy, efficiency, and audit readiness.

Q2. Who can benefit from this assistant?

It's designed for HR, Legal, Finance, Procurement, Audit, Operations, IT, Project Management, Sales, Customer Service, and Leadership teams—essentially any function that deals with documentation, compliance, or decision-making.

Q3. What types of documents can be analysed?

The agent supports PDFs, Word documents, and text files, with real-time upload and processing directly from AI Agent published in Channel as example, Microsoft Teams, Independent Agent etc.

Q4. Can it generate executive summaries?

Yes. It automatically extracts key points from lengthy documents, creating concise summaries that speed up reviews and decision-making.

Q5. Does it compare different versions of documents?

Yes. It performs side-by-side comparisons, highlights version differences, and tracks updates for accuracy.

Q6. How does compliance validation work?

The agent checks uploaded documents against the regulatory standards and standard setting organisations like ISO, BIS etc , regulatory frameworks, or internal policies stored in Azure SQL, and produces audit-ready compliance reports.

Q7. What technologies power this solution?

It leverages Microsoft Copilot Studio, Azure AI Builder, Azure AI Foundry, Azure SQL, Power Automate, and Azure Storage, all orchestrated for secure document intelligence.

Q8. Is the solution enterprise-grade secure?

Yes. It runs on Microsoft's trusted cloud, follows best practices for data privacy, and supports secure authentication through Entra ID.

Q9. Can it be customised for my industry?

Absolutely. It can be tailored to validate against frameworks like GDPR (Data Protection), HIPAA (Healthcare), ISO 9001/27001, or custom internal policies.

Q10. Can it help HR summarise policies and handbooks?

Yes. It condenses lengthy HR documents into easy summaries for quick communication with employees.

Q11. How does it help with employment contracts?

HR can compare versions of offer letters or contracts to ensure changes in salary, terms, or clauses are highlighted clearly.

Q12. Can it validate HR policies against labour laws?

Yes. It checks policies against labour regulations and organisational frameworks, reducing compliance risks.

Q13. How does it support contract reviews?

It extracts key clauses from agreements, generates summaries, and highlights risky deviations.

Q14. Can it validate against GDPR or ISO standards?

Yes. The agent cross-checks uploaded documents with GDPR, ISO, or other compliance controls stored in Azure SQL.

Q15. Does it generate audit-ready compliance reports?

Absolutely. It produces structured Word reports with compliance status, deviations, and evidence.

Q16. Can it analyse vendor invoices or contracts?

Yes. It extracts vendor terms, amounts, and timelines, giving finance teams quick clarity.

Q17. How does it help with procurement policies?

The agent validates contracts and invoices against financial guidelines, reducing audit risks.

Q18. Can it compare supplier agreements?

Yes. It highlights differences in payment terms, delivery timelines, and obligations across versions.

Q19. Can it automate ISO compliance validation?

Yes. It checks documents against ISO standards in Azure SQL and generates compliance reports.

Q20. Does it provide compliance alerts?

Yes. Teams get notified of missing clauses, non-compliance risks, or gaps before audits.

Q21. Can it simplify SOPs or project manuals?

Yes. It summarises operational documents into actionable insights for teams.

Q22. How does it support version control?

It compares versions of SOPs or manuals and highlights changes to ensure teams always follow the latest version.

Q23. Can it check processes against standards?

Yes. It validates documents against multiple standards setting organisations and regulatory standards exa. ISO 9001 (Quality) or ISO 45001 (Safety) standards

Q24. Can it answer policy-related queries?

Yes. IT staff can upload policies and instantly extract answers for quick resolution.

Q25. Does it validate against ISO 27001?

Yes. The agent checks IT/security documents against ISO 27001 controls for compliance.

Q26. How does it help with RFPs and proposals?

It summarises lengthy RFPs and compares responses side-by-side to ensure accuracy.

Q27. Can it validate customer contracts?

Yes. It checks sales agreements against company policies, reducing legal risks.

Q28. How can customer service teams use it?

They can upload FAQs or policy docs, and the agent extracts instant, accurate answers.

Q29. Does it validate customer responses?

Yes. It ensures replies are aligned with compliance and company policies before sharing.

Q30. How does it help CXOs?

It generates executive summaries of lengthy reports, helping leaders make faster, informed decisions.

Q31. Can it provide insights across departments?

Yes. It centralises document intelligence, enabling cross-functional visibility and risk-based recommendations.

Q32. How can we try or deploy this solution?

Request a demo via LinkedIn or visit www.compusoftadvisors.com.

Q33. Is training required?

No. The assistant is intuitive, with guided prompts and workflows built for business users.

Q34. Can it integrate with existing systems?

Yes. It connects with SharePoint, Teams, HRMS, ERP, CRM, and document management systems.

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