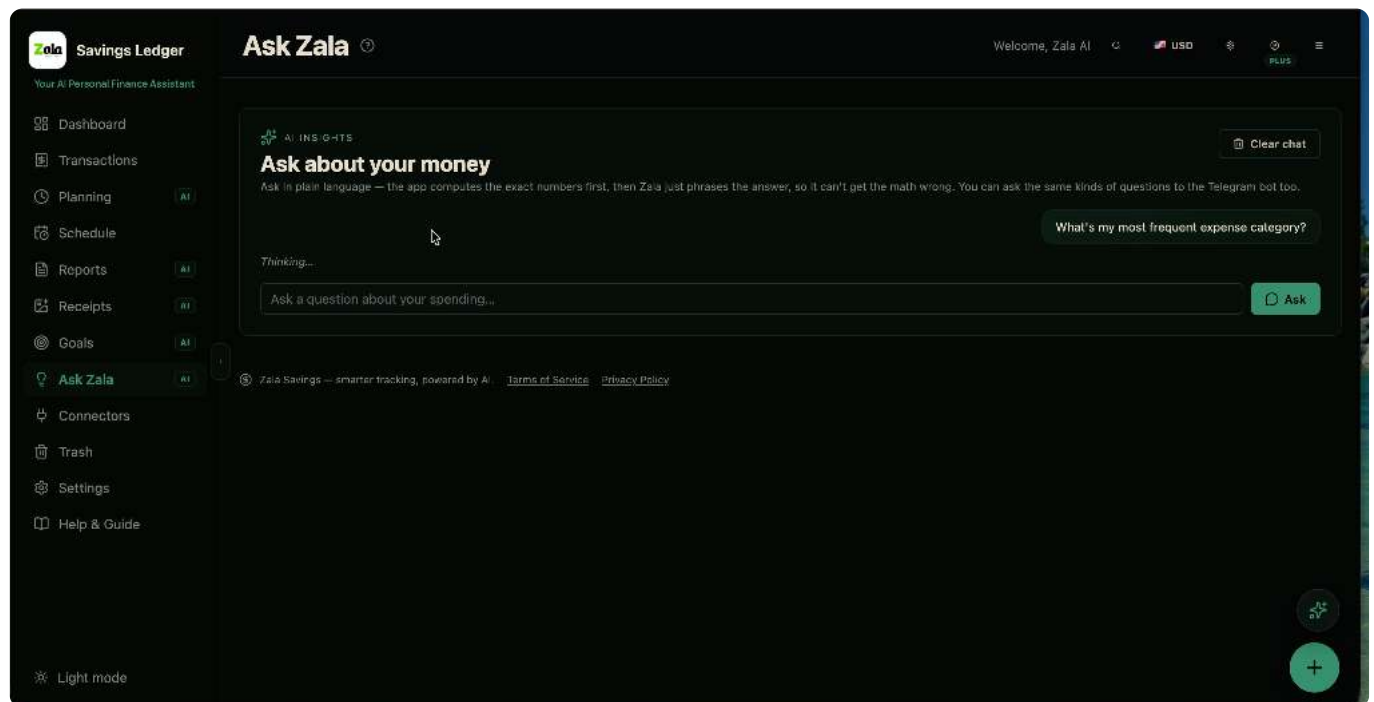


Interacting with Zala AI for Expense Tracking

Use Zala AI across web, mobile, and messaging channels to ask questions about your expenses, record new transactions (via text, voice, or receipts), and edit them later in your transaction history.

Step 1: Open the Ask Zala Interface

Go to the **Ask Zala** tab in the web application. You can either click directly on the **Ask Zala** tab or use the Ask Zala icon, which is available from any tab. Once there, you can start asking your questions.



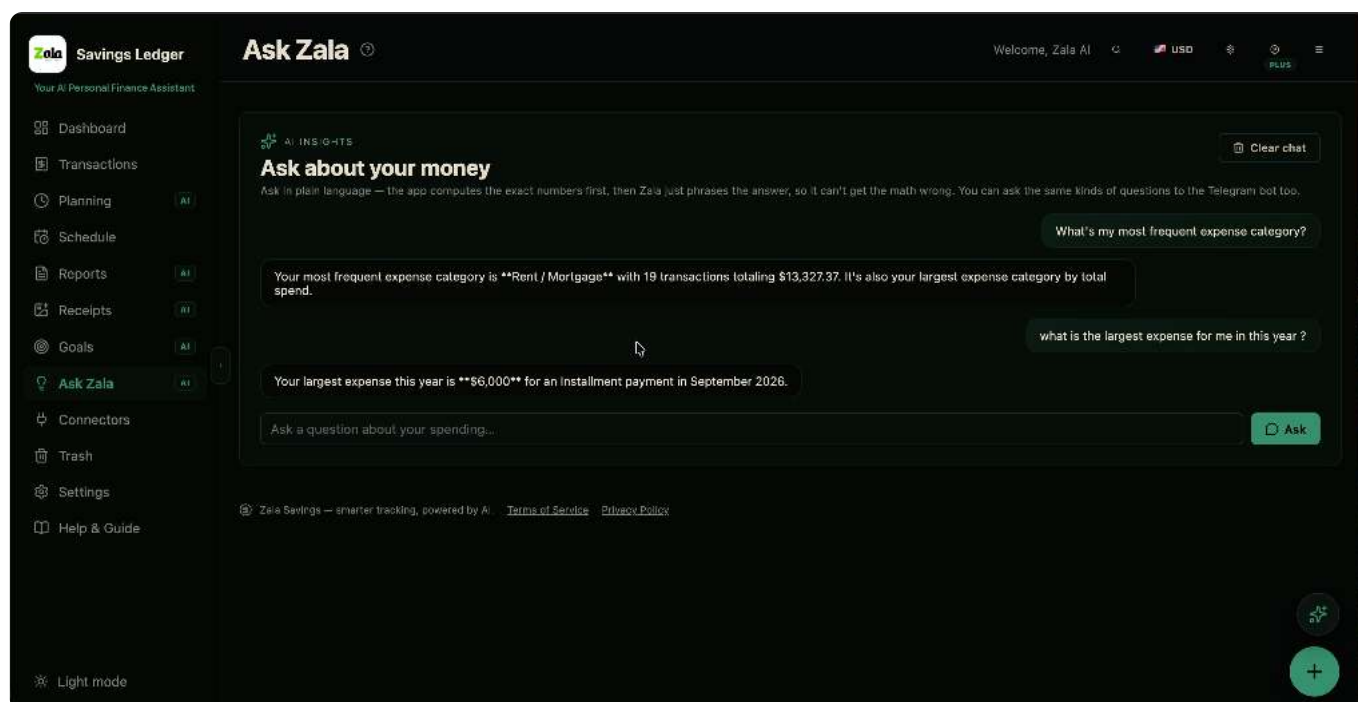
You can select any of the predefined questions, or type your own, such as:

"What is the largest expense for me this year?"

Wait a few seconds for Zala AI to generate an immediate answer, and continue the conversation as needed.

Step 2: Choose a Channel to Use Zala AI

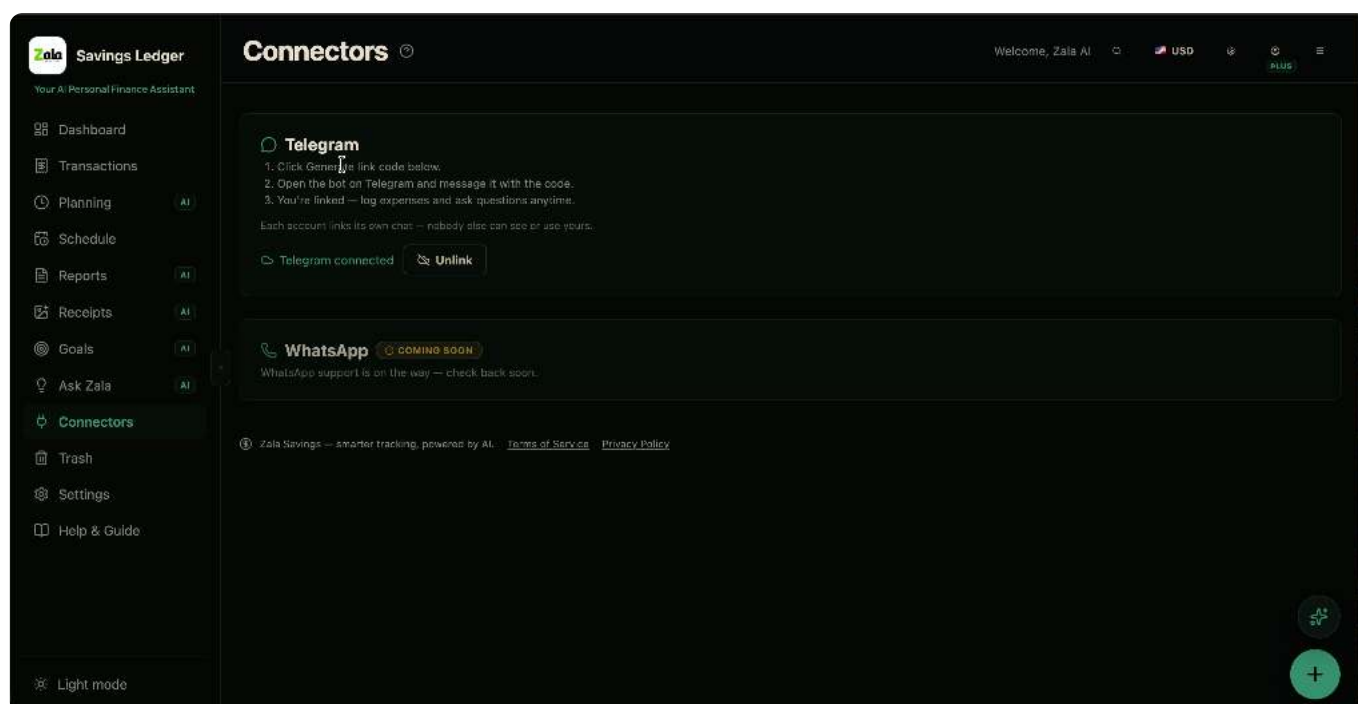
In addition to the web app, you can use Zala AI through mobile apps (iOS or Android) and various connectors.



For example, you can connect via **Telegram** (active channel). **WhatsApp** integration is coming soon.

Step 3: Connect Zala AI to Telegram

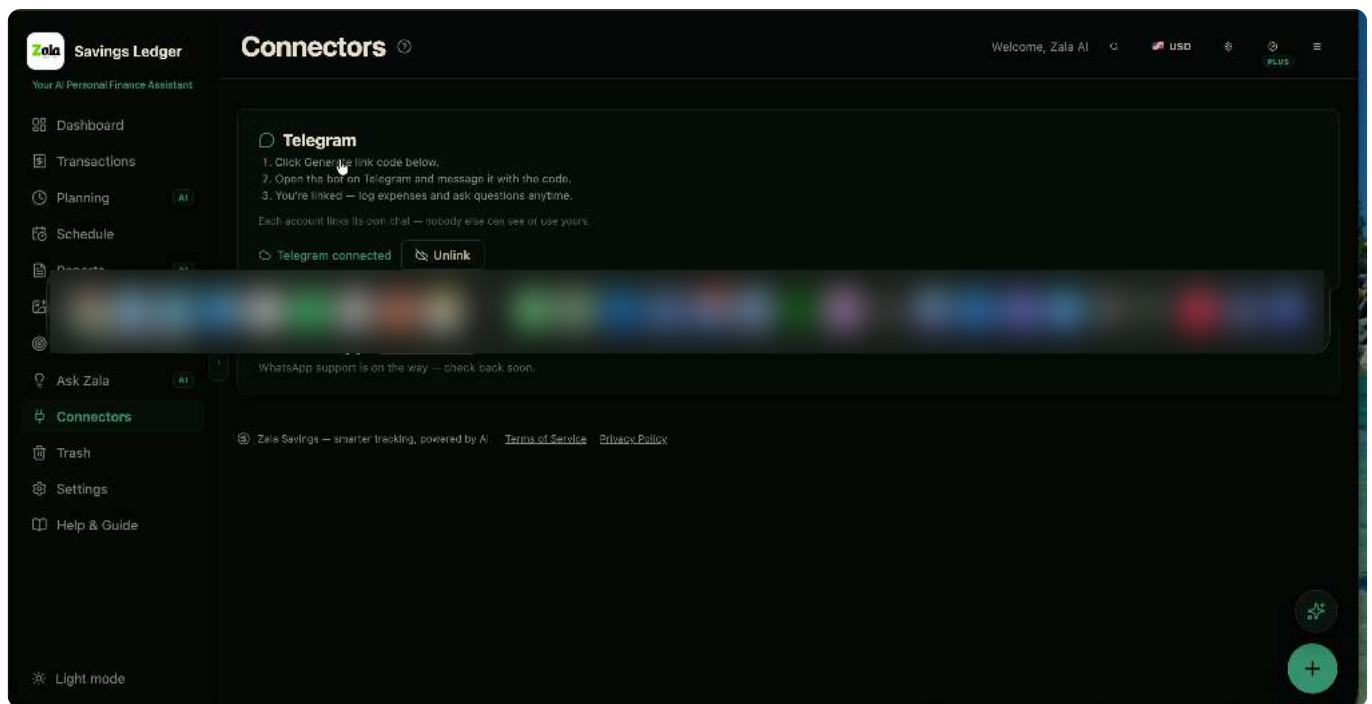
To connect via Telegram, copy the provided connection code from the web interface and paste it into the Telegram bot.



After pasting the code in Telegram, the connection is completed.

Step 4: Start the Zala Savings Bot in Telegram

Open Telegram and go to the bot named **"Zala Savings"**, which is the main page for interacting with Zala via Telegram.

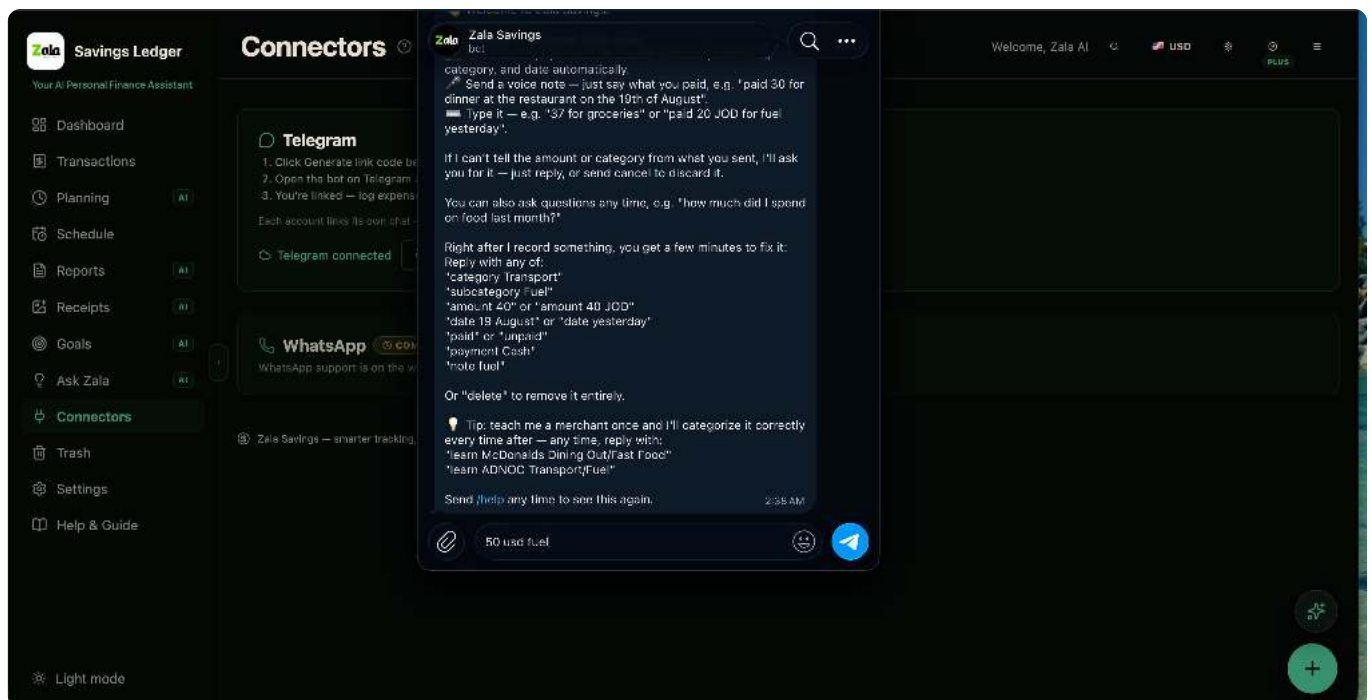


Tap **Start**. The bot will display clear, simple instructions. You can then begin entering your expenses in three ways:

- Typing a message
- Sending a voice note
- Sending a receipt image

For this example, type an expense such as:

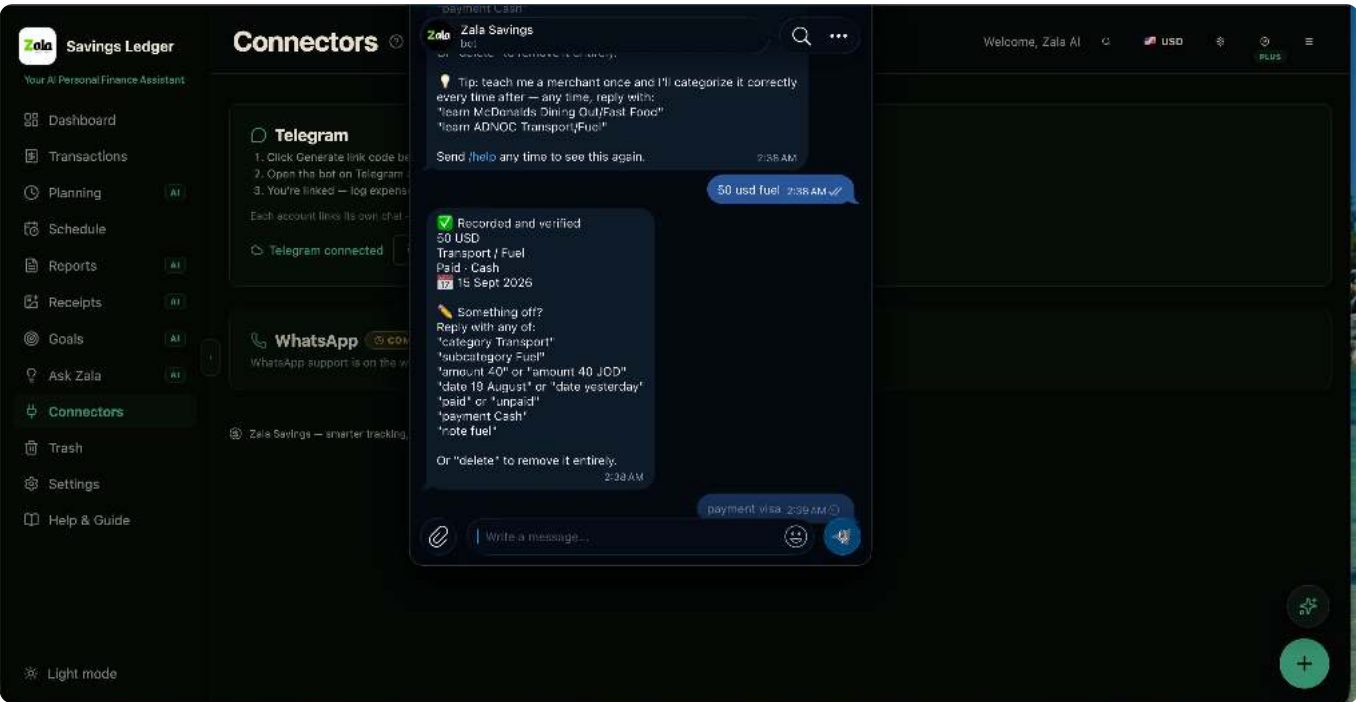
"Filled my car, 50 USD, fuel."



When you see the confirmation message, the expense has been recorded in your transactions and automatically categorized.

Step 5: Edit an Existing Expense and View Help

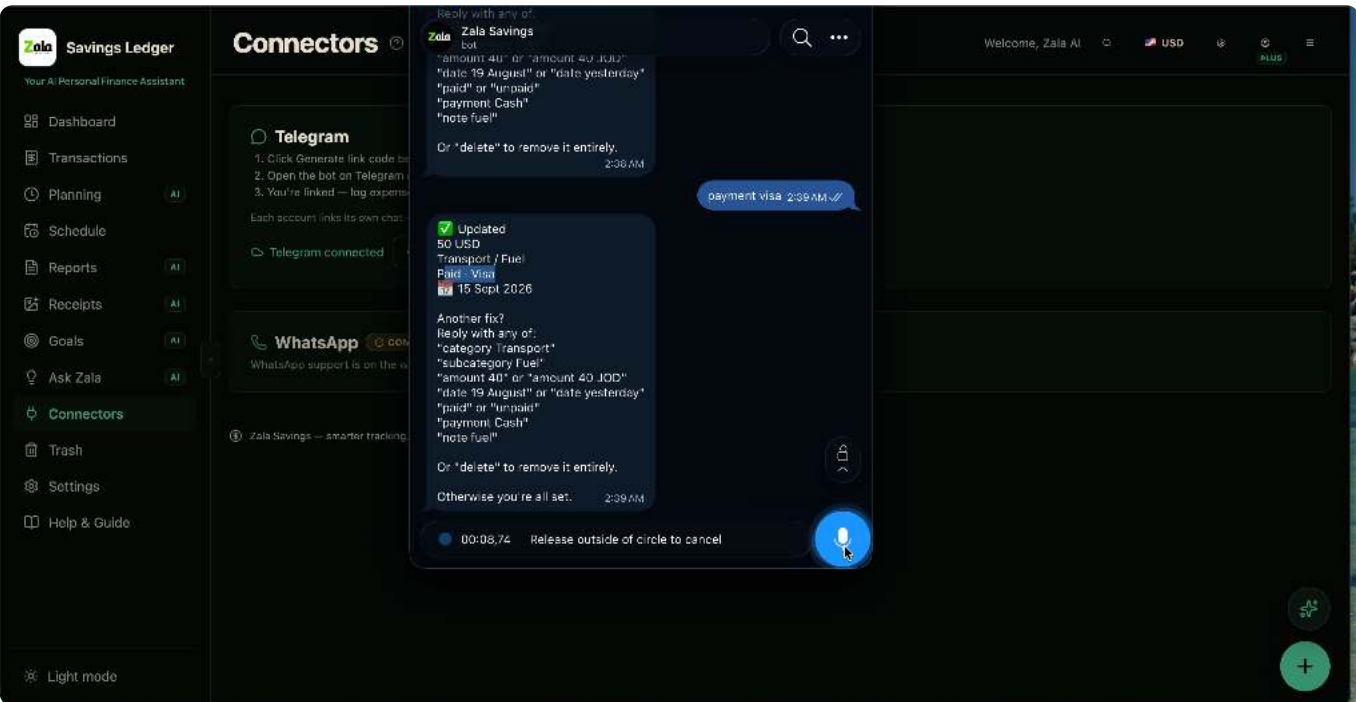
If you need to change details of a recorded expense (for example, changing the payment method from **Cash** to **Visa**), open that transaction in the bot and update the field accordingly.



To view instructions at any time, either refer to the on-screen hints or type `/help` in the chat. After editing, you will see that the payment method (or other fields) has been successfully updated.

Step 6: Add Expenses Using Voice Notes

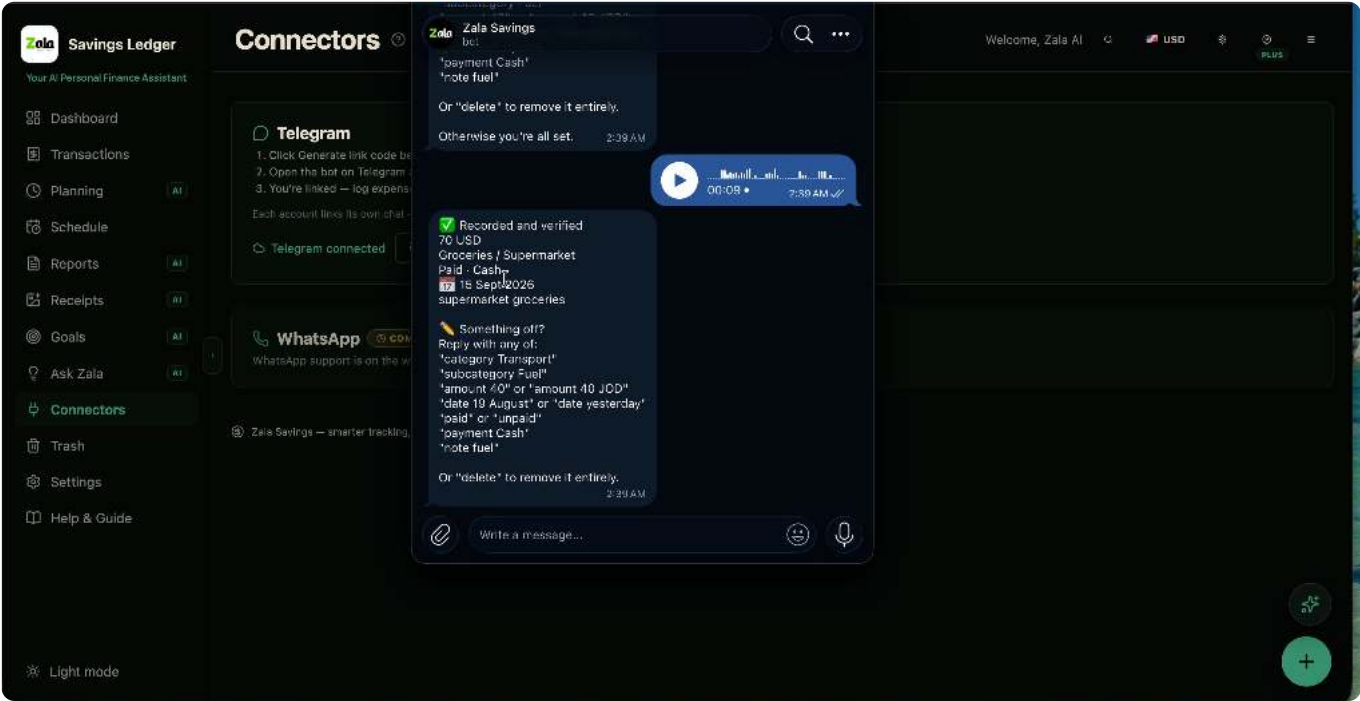
You can add expenses using your voice. For example, send a voice note saying:
"I went with Ahmed to the supermarket, and I bought seventy dollars of groceries."



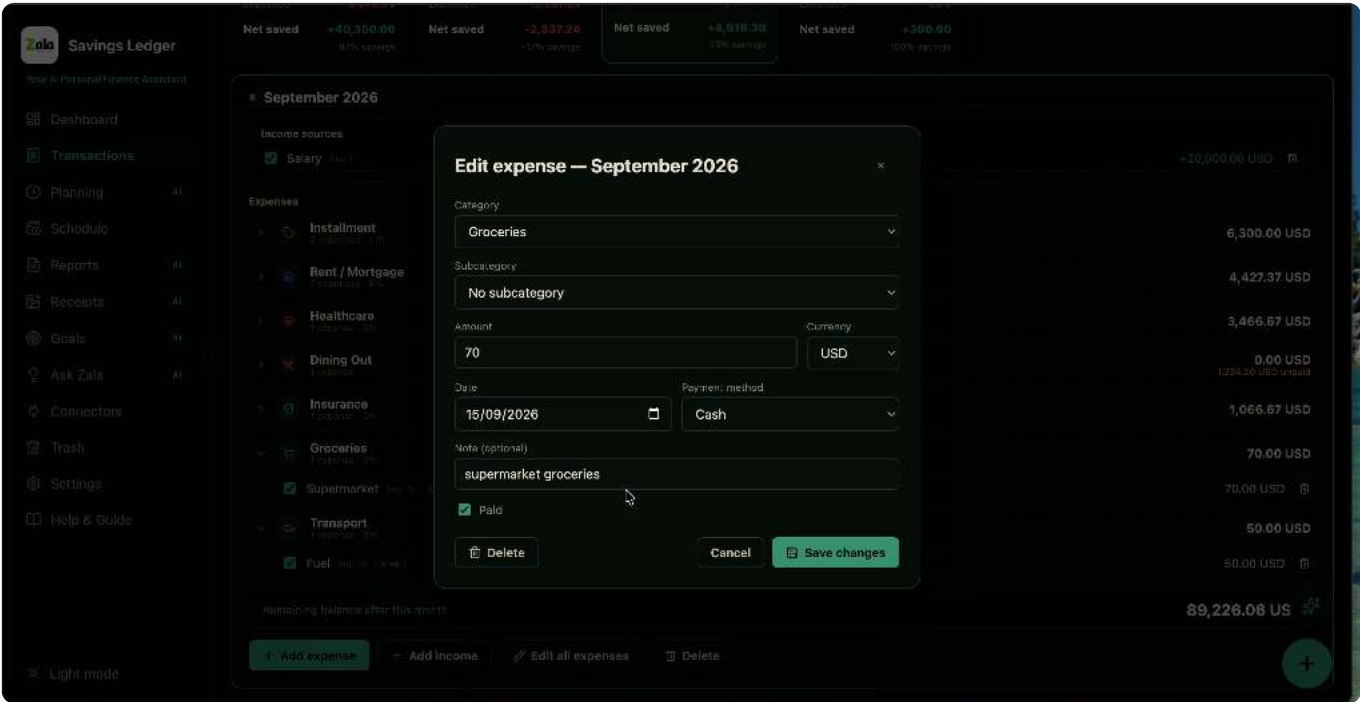
After a few seconds, Zala AI will transcribe and record all the details you mentioned. You may also add notes or specify the payment method in your voice note; if you mention it, it will be captured. The same process applies if you submit a receipt image.

Step 7: Review Recorded Transactions in the Web App

All expenses recorded via any channel (web, mobile, Telegram, etc.) are consolidated into your **Transactions**.



In the web app, navigate to the relevant month (e.g., **September**) and open the appropriate category (e.g., **Transport**) to see the transaction you just entered. Then, open another category such as **Groceries** to find the grocery expense you recorded.



Click on any transaction to view details, edit it, or make any further changes you need for that expense.