

## QUESTIONNAIRE

**Project:** Summar AI – Automated Meeting Transcription & Summarization System

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**Course:** INMCA

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### Project Overview

Summar AI is a hybrid offline–online desktop application that automates the entire workflow of recording, transcribing, analyzing, and summarizing meetings, lectures, and videos. It captures screen audio or accepts uploaded media, uses Whisper/Faster-Whisper for accurate multilingual transcription, and applies lightweight LLaMA or Phi-3 Mini models to classify content and generate context-aware summaries. The system also extracts diagrams and key frames using FFmpeg and Tesseract OCR and includes a private meeting-specific chatbot that answers questions based on the transcript.

Built with Python and Tkinter, Summar AI supports exporting results as PDF, DOCX, or TXT using reportlab and python-docx. Its offline-first design ensures privacy, making it a powerful and user-friendly tool for students, educators, professionals, and content creators who need structured, reliable documentation.

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### Target Audience

Mainly this can be used by all end users

- Students
  - Faculty members
  - Office professionals
  - Content creators
  - Researchers
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### User Roles

- **General User:** Records or uploads audio/video
  - **Admin (Developer):** Maintains system models and templates
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### Questionnaire

(Used for requirement gathering)

1. How often do you attend online/offline meetings or lectures?
2. Do you face difficulty in taking notes during long sessions?

3. Do you require automatic transcription for academic/work purposes?
  4. Which type of content do you record most? (Lectures/Meetings/Interviews/etc.)
  5. Would you prefer offline transcription for privacy reasons?
  6. What features do you expect from an automated summary generator?
  7. How important is multilingual transcription support for you?
  8. Do you want labelled speaker identification?
  9. Would exporting reports into PDF/DOCX be useful?
  10. Would an integrated doubt solver chatbot fully based on your transcript help you?
  11. How satisfied are you with current note-taking methods?
  12. What improvements do you expect from a system like this?
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