**Transcript**

29 August 2025, 07:11am

 **Hariharan Krishnamurthy** 0:16  
Yep.

 **Kumararaja G** 0:28  
Good afternoon bro.  
This PT is about.  
Meeting summarizer. OK, here we have planned to get our meeting transcript from the teams meeting and passing it to the LLM and summarizing it using this prompt and we are going to feed it to the Excel in.  
Daily base. So we are going to automate it in full flow. We are going to test it using some of the open source models and we can use it in our teams channel.  
Do you have any idea about it bro?

 **Hariharan Krishnamurthy** 1:17  
No, Kumar, I don't have any idea, but this looks like an interesting idea to basically automate everything that we speak in a meeting, but then to get an idea about what we spoke and.  
Maybe like a like a automated version of minutes of meeting maybe?

 **Kumararaja G** 1:41  
Yes, this is a basic structure. Uh, we used to get transcript when you start the meeting and we start the word transcript on and I have tried this in Chacha, BT and I have basic outcome of it.  
If you are OK, I will show it to you.

 **Hariharan Krishnamurthy** 2:00  
Yes, Kumar, I think that would be easy for me to get an idea of what's going on.

 **Kumararaja G** 2:07  
Yeah, sure.  
Yesterday I posted the prompt in the ChatGPT and I I have uploaded the transcript after another meeting which I was on training on CPQ. After passing it to it.  
It produces the result like what I have. The prompts I have provided it have summarized the basic outline of the meeting of 4 hours. It have developed a beautiful outcome of it.

 **Hariharan Krishnamurthy** 2:56  
Uh, yes. Kumar, I think I see it actually listed all the information like how the meeting like who are all the participants and the venue and everything. Also it listed the agenda, key discussions and everything.  
Ohh looks like it also gave us the decisions that are made on the call.  
So Yep.

 **Kumararaja G** 3:21  
Yes, after this I tried to accommodate in an Excel and I generated the basic structure of it which which looks all so nice.

 **Hariharan Krishnamurthy** 3:28  
Ohh.  
Yeah, it looks like it. It should be able to provide us a text file or something with this information so we can record it, record it in Excel format or something.

 **Kumararaja G** 3:37  
Yes.  
Umm.  
Yeah.  
Yeah, I thought of directly converting the text file and add it over the points in Excel file itself.

 **Hariharan Krishnamurthy** 3:55  
Yeah, sure. Kumar, if we ever get a point of point where we can generate a text file or excel, we can think about moving it to the SharePoint list also. So that would be easy.

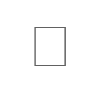
 **Kumararaja G** 4:07  
Yeah, that could. Yeah. Yeah, that could be a good idea.

 **Hariharan Krishnamurthy** 4:16  
Yeah, sure. I think this sounds like an interesting idea. We'll talk more about it and then we'll try to get.  
Get it to generate a text file or store it in the SharePoint.

 **Kumararaja G** 4:28  
Yeah, sure.

 **Hariharan Krishnamurthy** 4:29  
Yeah.  
Thank you, Kumar. Thanks for the explanation. Bye.

 **Kumararaja G** 4:33  
Thank you.

 **Hariharan Krishnamurthy** stopped transcription