



SAUDI DIGITAL ACADEMY

Himah Digital Bootcamps – AI Bootcamp



الجمعية السعودية العلمية
للرعاية الصحية المنزلية
Saudi Scientific Home
Health Care Society

AI-BASED MEETING ANALYZER

Hanan Al-nabhani

2025



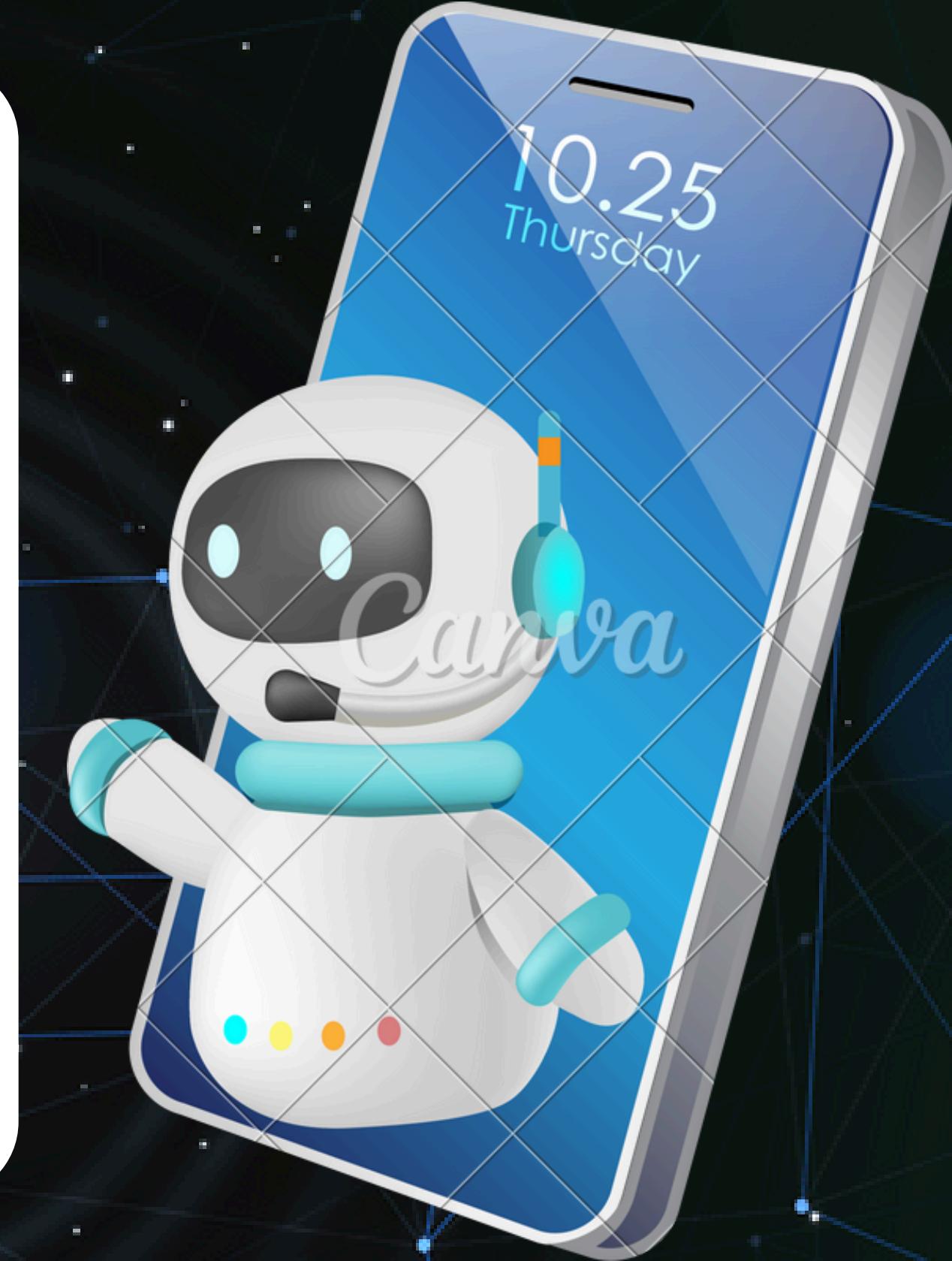
Agenda

- Introduction
- Main Objective
- Implementation
- Evaluation
- Demo
- Future work



Introduction

This project is an AI system
that transcribes and analyzes
audio meetings to extract
decisions and responsibilities



Introduction



I'm building it in collaboration
with the Saudi Scientific Home
Healthcare Society (SSHHS).



Main Objective

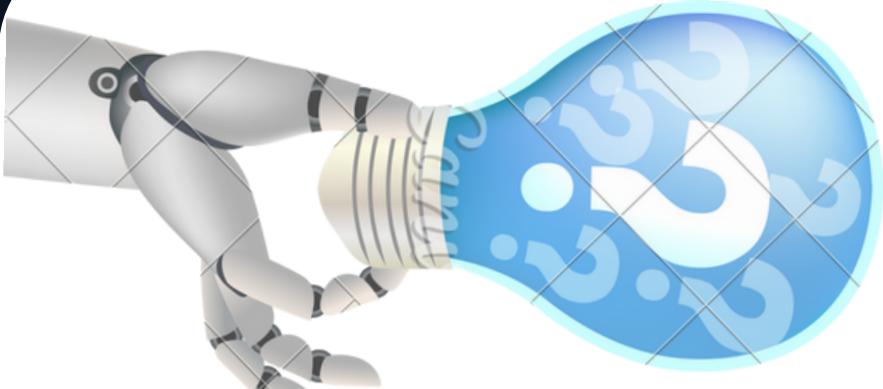
Problem

1. Time-wasting
2. Difficulty in searching and retrieving
3. Inaccurate

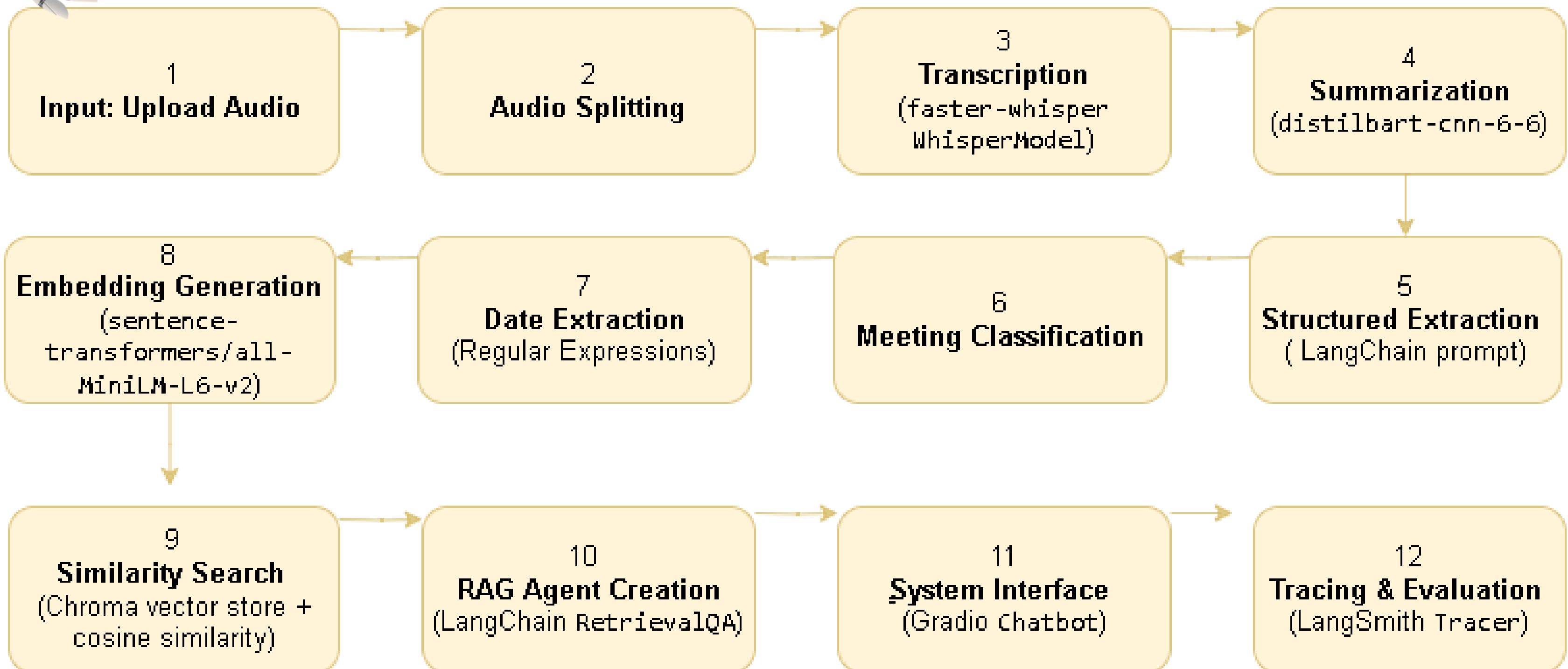
Goal

1. Saving time and effort
2. Higher accuracy
3. Instant search and intelligent retrieval





Implementation



Evaluation

smart-meeting-assistant

		Input	Output
<input type="checkbox"/>	<input checked="" type="checkbox"/> Name		
<input type="checkbox"/>	<input checked="" type="checkbox"/> VectorStoreRetriever	Tell me about Hanan alnabhani?	[{"metadata": {"source": "..."}]
<input type="checkbox"/>	<input checked="" type="checkbox"/> RetrievalQA	Tell me about Hanan alnabhani?	I don't have any information about Hanan alnabhani.
<input type="checkbox"/>	<input checked="" type="checkbox"/> StuffDocumentsChain	Who was appointed as the interim ...	Alan was appointed as the interim CEO.
<input type="checkbox"/>	<input checked="" type="checkbox"/> VectorStoreRetriever	Who was appointed as the interim ...	[{"metadata": {"source": "..."}]
<input type="checkbox"/>	<input checked="" type="checkbox"/> RetrievalQA	Who was appointed as the interim ...	Alan was appointed as the interim CEO.



Demo & Deployment



DEMO

<https://ae1942335d54fb783d.gradio.live>

- What is the meeting about?
- What decisions were made?
- Are there specific tasks assigned to team members?
- Who was appointed as the interim security policy manager?
- Tell me about Hanan alnabhani



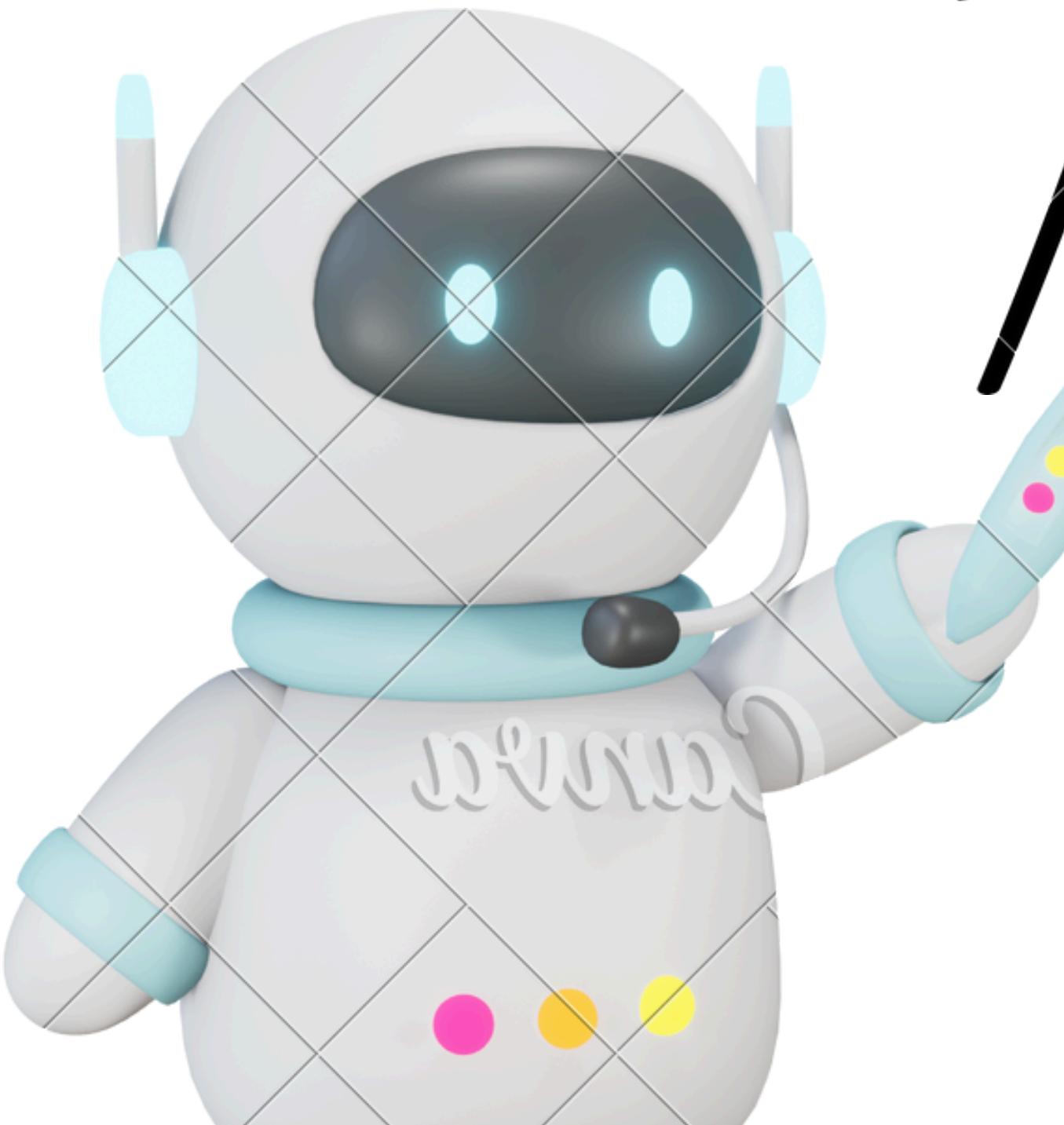
Demo & Deployment

The screenshot shows a web browser window with the title "Smart Meeting Assistant". The page displays a form for uploading an audio file, with "Meeting 30 min.mp3" selected. A "Transcribe & Summarize" button is visible. Below the upload area, there are three sections: "Transcript", "Short Summary", and "Structured Summary", each with a "processing | 4.9s" status indicator. The browser's address bar shows a URL starting with "88f528bdc405c58896.gradio.live". The taskbar at the bottom includes icons for File Explorer, Task View, File History, Control Panel, File Cabinet, and other system tools.



Future work

- Cloud deployment and ability for employees to log in the system
- Integrate text-to-text functionality that transcribes, summarises, and offers Q/A with a pdf meeting report on top of audio.



Thank you 

For your kind listening

Any Questions ?