

# Quick Recap

Your meetings, summarized in seconds.

By : Team 2  
Bros of Balayya

# Agenda

1. Problem Statement
2. Project Description
3. Persona
4. MVP
5. Technologies & Algorithm
6. Project Schedule
7. Teamwork Agreement
8. Figma Design
9. Diagrams
10. Sprint 1 Recap
11. Burndown Charts
12. Sprint Retrospective
13. Project Demo

# Roles & Responsibilities



Naveen Nayak  
Team Lead/ Backend Engineer



Navya Nayak  
ML Engineer/ Scrum Master



Madhu Kiran  
Frontend Engineer

# Roles & Responsibilities



Saranya Chandu  
ML Engineer



Aakruthi Reddy  
Frontend Engineer

# Roles & Responsibilities



Brunai  
Developer



Vishwas Mamidi  
Developer/ QA

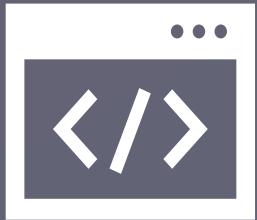
# Improvements made from Feedback

- Separate Link for Demo in PPT : Created a dedicated link for the demo within the PowerPoint presentation for easy access and reference during meetings.
- Explained Tech Slide : Provide a clear explanation of the technical slide including technology stack, architecture, and tools used in the project.
- Explained User Story in Detail, Burndown Chart : A detailed walkthrough of each user story, its acceptance criteria, and its progress in the burndown chart.

# Problem Statement

Meetings are essential, but reviewing recordings and notes is time-consuming and often inefficient. Quick Recap solves this problem by providing personalized, AI-powered summaries of meetings, saving users time and maximizing the value of meeting content.

# Project Description



WEB APPLICATION  
FOR ENHANCED  
MEETING  
PRODUCTIVITY.



PROVIDES  
PERSONALIZED  
SUMMARIES OF  
MEETING  
RECORDINGS.



EMPLOYS NATURAL  
LANGUAGE  
PROCESSING (NLP)  
FOR SUMMARY  
GENERATION.



HIGHLIGHTS THE  
MOST RELEVANT  
INFORMATION  
BASED ON USER  
PROFILES.



ENABLES USERS TO  
QUICKLY GRASP KEY  
TAKEAWAYS WITHOUT  
REVIEWING LENGTHY  
RECORDINGS.

# Persona – Project Manager



**Name:** Isabelle  
**Age:** 48  
**Gender:** Female  
**Occupation:** Project Manager

Isabelle is a high-level executive at a fast-growing tech company. She's intelligent, driven, and constantly juggling multiple projects and responsibilities.

## Challenges:

- Attends numerous meetings daily, often back-to-back.
- Struggles to recall key decisions, action items, and strategic discussions from past meetings.
- Lacks time to review lengthy meeting recordings or detailed notes.

## Goals:

- Quickly identify action items and delegate tasks effectively.
- Make informed decisions based on accurate and concise meeting information.
- Reclaim valuable time spent reviewing meeting content.

# Persona - Journalist



**Name:** Lena  
**Age:** 28  
**Gender:** Female  
**Occupation:** Journalist

Lena is an investigative journalist who conducts numerous interviews for her stories. She needs to accurately transcribe and analyze these interviews to extract key information and build her narratives.

## Challenges:

- Spends countless hours transcribing interviews, which takes away from her research and writing time.
- Requires accurate transcriptions to ensure the integrity of her reporting.
- Finds it difficult to organize and manage a large number of interview recordings.

## Goals:

- Quickly and accurately transcribe interviews.
- Improve her research and writing workflow..
- Efficiently extract key quotes and information.

# Persona - Student



**Name:** Carlos  
**Age:** 22  
**Gender:** Male  
**Occupation:** Engineering Student

Carlos is a highly motivated university student pursuing a demanding degree in engineering. He's dedicated to his studies but often finds himself overwhelmed by the volume of information presented in lectures and seminars.

## Challenges:

- Struggles to keep up with the fast pace of lectures and take comprehensive notes.
- Finds it difficult to identify the most important concepts and takeaways from lectures.
- Needs a more efficient way to organize and review lecture material.

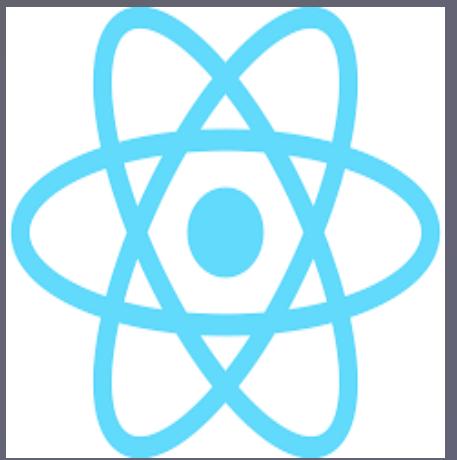
## Goals:

- Easily find specific information discussed in lectures.
- Create concise and organized notes from lectures without having to rewatch everything.
- Improve his overall learning efficiency and academic performance.

# MVP Product

- Upload audio/video files
- Automatic transcription via speech-to-text
- Basic user profiles (role, interests)
- Personalized summaries based on user profiles
- Core summarization algorithm
- User-friendly web interface.

# Technologies



REACT



JavaScript



Python



Firebase



Jira



GitHub

# Workflow



Upload



Speech to  
text



Personalization



Summarization



Display

# Project Schedule

**Sprint 0**  
**Feb 11**

**Sprint 1**  
**Mar 11**

**Sprint 2**  
**Apr 8**

**Sprint 3**  
**Apr 29**

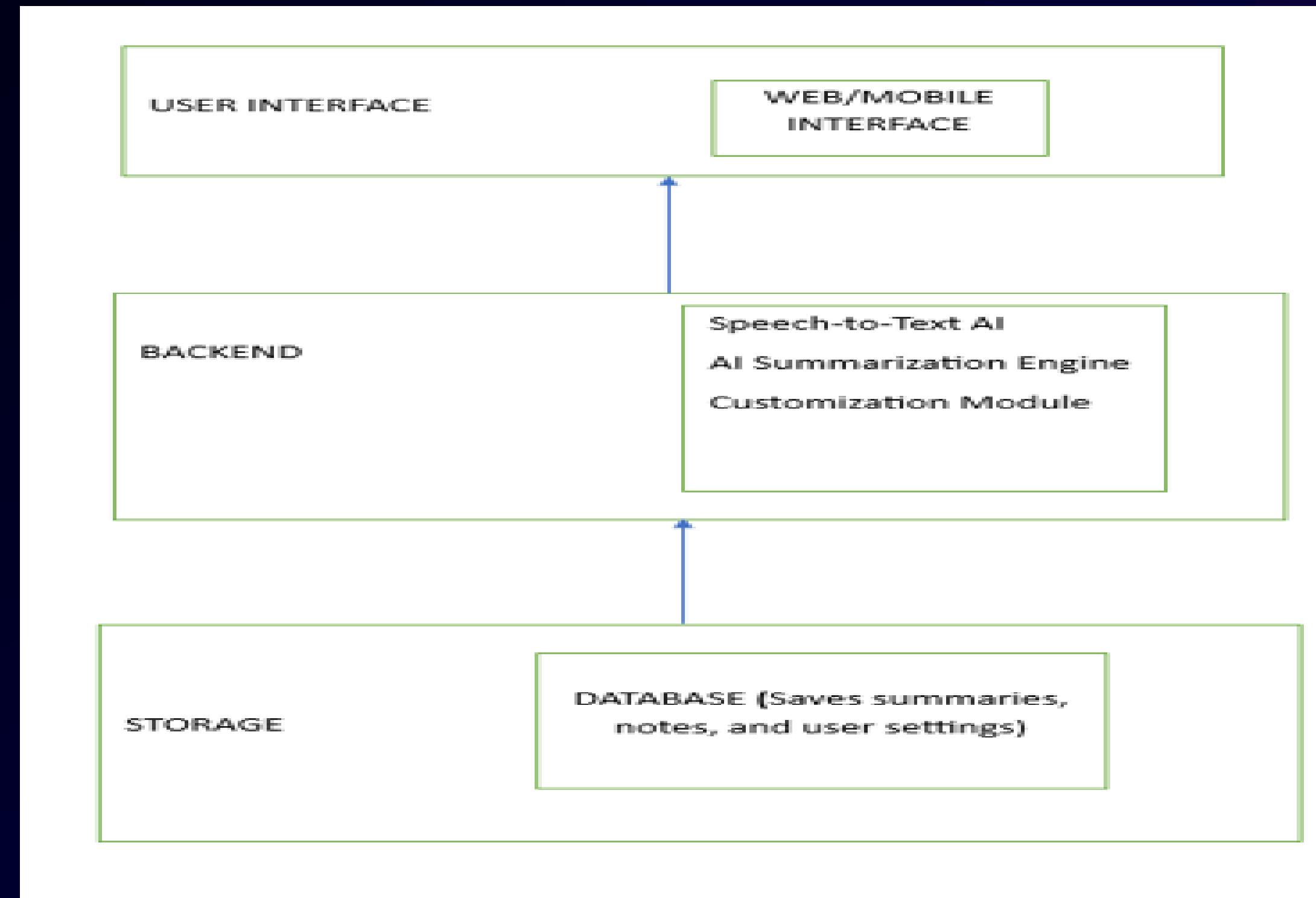
Sprint 0	Sprint 1	Sprint 2	Sprint 3
Daily Scrum call	Daily Scrum call	Daily Scrum call	Daily Scrum call
Sprint Retrospective	Sprint Planning	Sprint Planning	Sprint Planning
	Sprint Retrospective	Sprint Retrospective	Sprint Retrospective
	Product development (Frontend, ML model, Backend)	Product development (Integration of components)	Final Product development

# Team Working Agreement

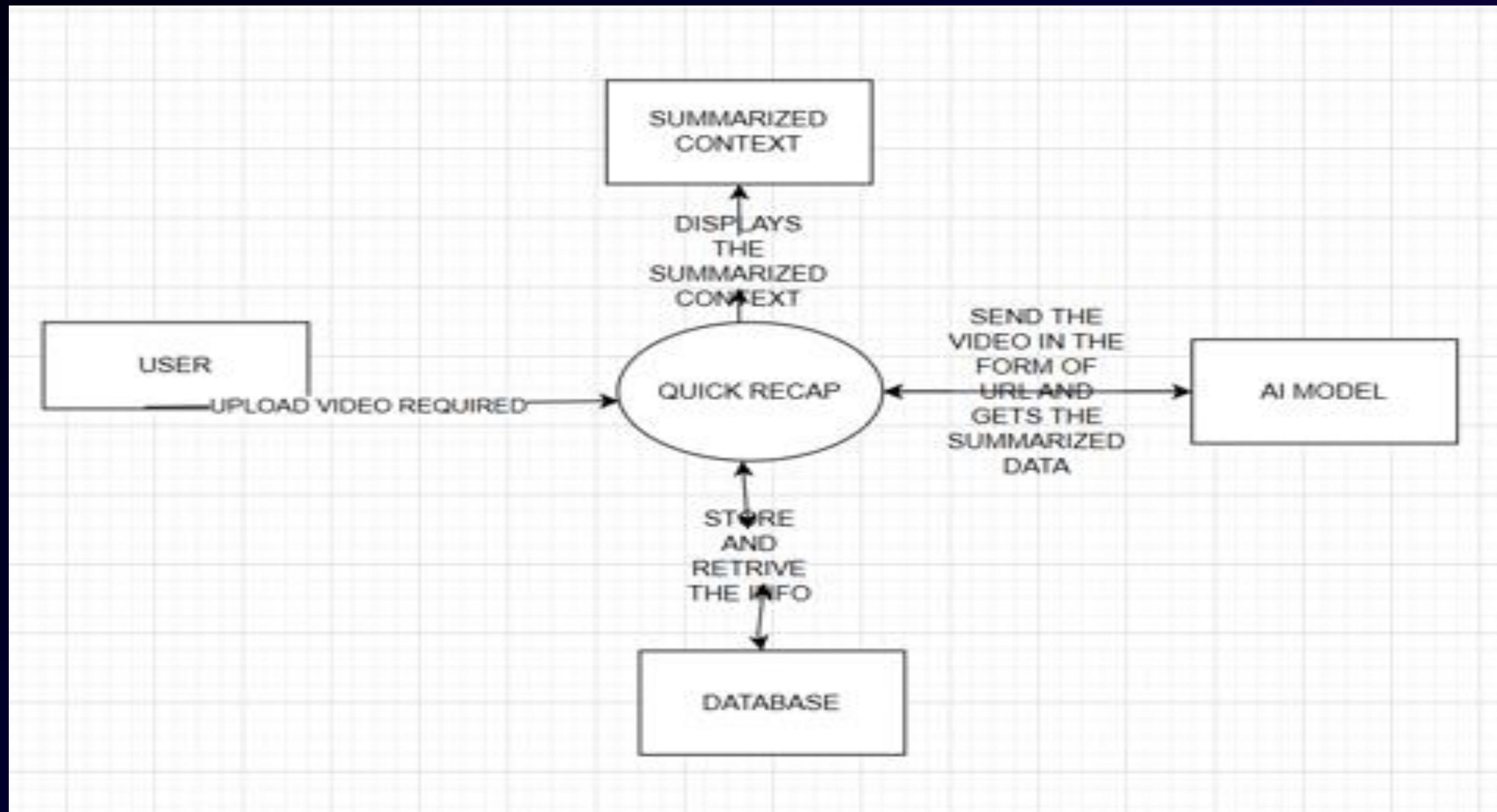
## **Team Agreement**

- We will communicate frequently to track progress, plan for further steps, to solve challenges if required (everyday) but will meet at least thrice a week.
- We will make sure the communication will be respectful.
- Update to other teammates in advance if you are unavailable to attend the meetings (Meeting time will be decided mutually).
- Every person needs to be active, dedicated and need to respond promptly regarding project updates.
- Tasks need to be completed within the time and help to teammates when possible.
- If tasks can't be completed, notify in advance so we can work together to find a solution.
- All decisions will be discussed with the team before being finalized.
- If any issue occurs, based on the majority votes and after discussing with everyone the decision will be taken.
- We encourage everyone to share their ideas and thoughts to build a good project.
- Feedback is encouraged and should be taken positively to improve team performance.
- Members are encouraged to help early instead of waiting until the last minute (if required).
- Disagreements should be resolved within the team in respectful manner.
- Tasks will be tracked by using Jira.
- Weekly Progress updates will be shared within the team to ensure we stay on track.

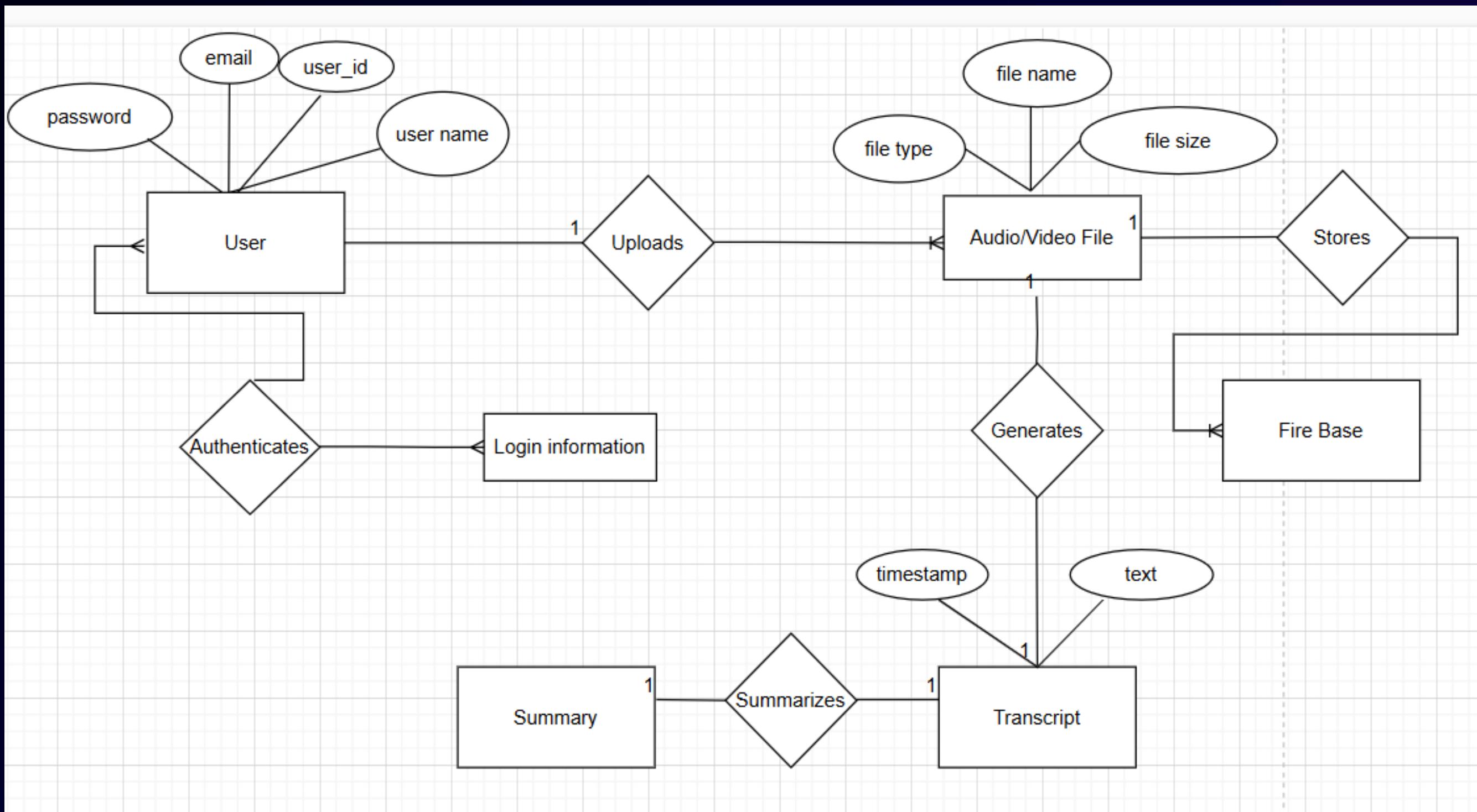
# Architecture Diagram



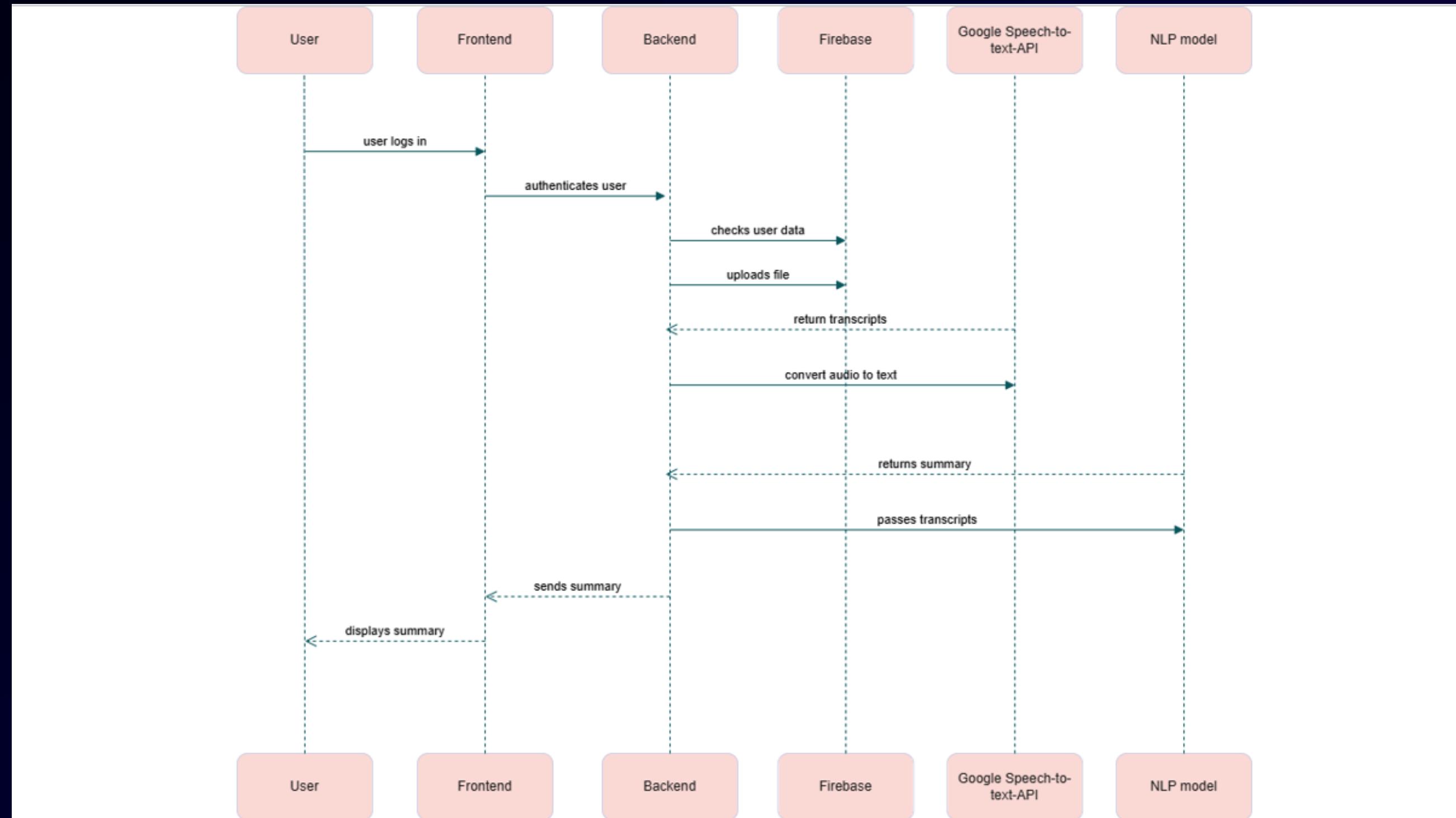
# Context Diagram



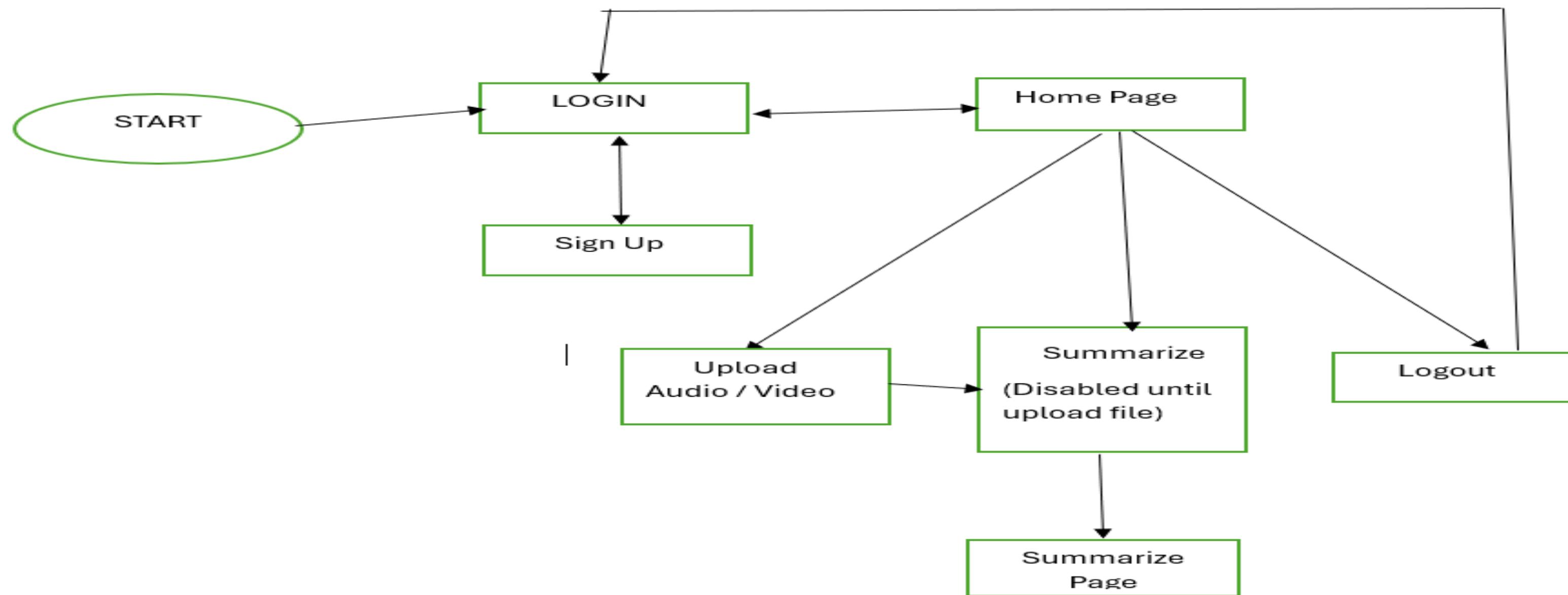
# ER Diagram



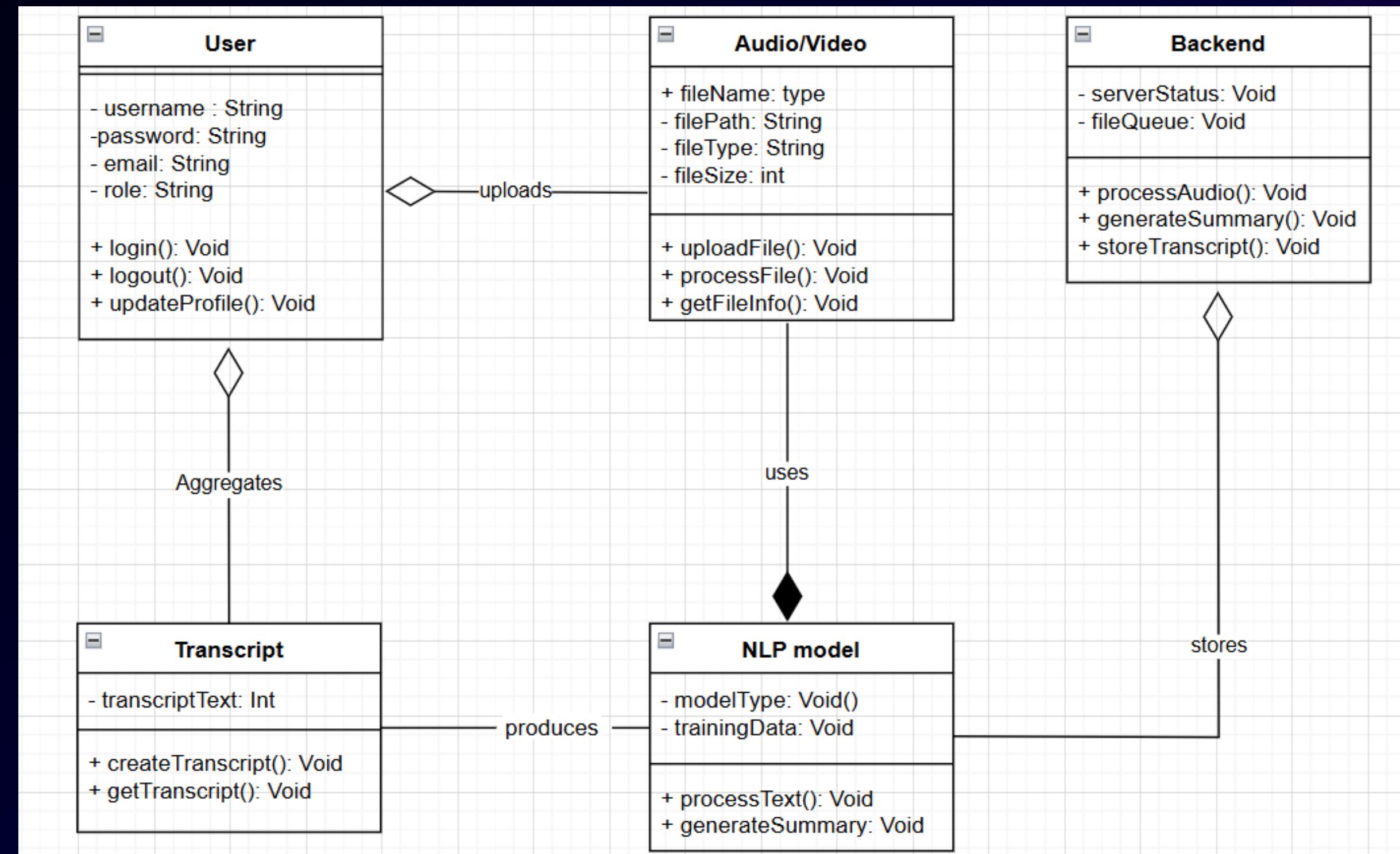
# Sequence Diagram



# State Diagram



# Class Diagram



# Sprint 1 Recap

- File Upload : Implemented the functionality for users to upload audio files, with format and size validation.
- Audio Transcription : Developed and tested automatic transcription of uploaded audio files into text.
- User Authentication : Set up user authentication to ensure secure access to the platform.
- File Upload Progress : Added real-time feedback with a progress bar during the file upload process.

# Product Backlog

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
US_05	Improve UI Design	As a user, I want a clean and user-friendly interface, so that I can easily navigate and interact with the application without confusion.	UI is responsive and it is easy to navigate	UI/UX	5
US_06	Handle Different Formats	As a user, I want the application to support different file types (MP3, MP4, WAV), so that I can upload various audio and video formats for transcription and summarization.	The application supports MP3, MP4, and WAV formats. Displays an error for unsupported formats.	File Upload	3
US_07	Handle User Profile	As a user, I want to be able to view and update my profile information, so that I can keep my details up to date and manage my account effectively.	Users can view and edit username, email, and password. Profile changes are saved	Profile Management	5
US_08	Generate Summary (Basic)	As a user, I want to receive a basic summary of my transcription, so that I can quickly understand the key points of the transcribed content.	Summary highlights the most important points. Summary is concise and easy to read.	Summarization	5

# Product Backlog

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
US_09	Personalized Summary	As a user, I want to get a summary based on my role (e.g., student, journalist, manager).	User selects role, AI tailors summary, Different summaries for different users	Personalization	5
US_10	Notifications for Summary Completion	As a user, I want to receive a notification when my summary is ready	Users receive a notification in UI once the summary has been generated	Notifications	5
US_11	View Video Previews	As a user, I want to view a preview of my uploaded video before generating a summary, so that I can verify the content before proceeding with the	Provides a thumbnail or play button for video preview. Users can click on it to view the video directly in the app.	Media Management	5
US_12	Support for Larger Files	As a user, I want to upload larger files without issues	Large files upload successfully without crashing	File Upload	3

# Product Backlog

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
US_13	Share Summary	As a user, I want to share my summary via email or a link so that I can easily send it to others.	The system provides a share button and a copy link function, allowing the user to easily share the summary via email or link with successful sharing confirmation.	Sharing	3
US_14	Export Summary	As a user, I want to download my summary as a PDF or TXT file so that I can save or print it for future reference.	The system should offer a download button that allows the user to download the summary in PDF or TXT format with accurate formatting and functionality.	Exporting	3

# Product Backlog

## Backlog from Sprint 1

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
US_02	Transcribe Audio	As a student, I want the system to automatically transcribe the audio I upload into text, so I can easily access and review the content.	The system allows students to upload audio files, automatically transcribes it into text and displays the transcription	Transcription	18

# Sprint 2 User Stories

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
US_05	Improve UI Design	As a user, I want a clean and user-friendly interface, so that I can easily navigate and interact with the application without	UI is responsive and it is easy to navigate	UI/UX	5
US_06	Handle Different Formats	As a user, I want the application to support different file types (MP3, MP4, WAV), so that I can upload various audio and video formats	The application supports MP3, MP4, and WAV formats. Displays an error for unsupported formats.	File Upload	3
US_07	Handle User Profile	As a user, I want to be able to view and update my profile information, so that I can keep my details up to date and manage my	Users can view and edit username, email, and password. Profile changes are saved	Profile Management	5
US_08	Generate Summary (Basic)	As a user, I want to receive a basic summary of my transcription, so that I can quickly understand the key points of the transcribed	Summary highlights the most important points. Summary is concise and easy to read.	Summarization	5
US_11	View Video Previews	As a user, I want to view a preview of my uploaded video before generating a summary, so that I can verify the content	Provides a thumbnail or play button for video preview. Users can click on it to view the video directly in the app.	Media Management	5

# Test Cases

## User Story 5: Improve UI Design

Test Case ID	Title	Step Description	Expected Result	Actual Result	Execution Status	Execution Date
TC_05_01	Verify UI Responsiveness	1. Resize the browser window on desktop.	UI should adapt smoothly to different screen sizes with no visual issues.	UI adapts smoothly to different screen sizes with no visual issues.	Passed	24-Mar
		2. Check layout adjustment.				
TC_05_02	Verify Navigation and UI Flow	1. Open the app.	The navigation should be user-friendly, with each section clearly labeled and easily accessible to ensure a seamless user experience.	The navigation is user-friendly, with each section clearly labeled and easily accessible ensuring a seamless user experience.	Passed	24-Mar
		2. Navigate through different sections like Profile, Transcription, etc.				
TC_05_03	Verify Accessibility	1. Check color contrast and font readability.	Ensure that the text is easily readable with sufficient contrast, and that screen readers can properly navigate through the user interface (UI).	The text is easily readable with sufficient contrast, and the screen readers can properly navigate through the user interface (UI).	Passed	24-Mar

# Test Cases

## User Story 6 : Handle Different File Formats

Test Case ID	Title	Step Description	Expected Result	Actual Result	Execution Status	Execution Date
TC_06_01	Verify MP3 File Upload	1. Upload an MP3 file. 2. Check if the file is uploaded successfully.	The MP3 file should be accepted, and the system should process it for transcription.	The MP3 file is accepted, and the system processes it for transcription.	Passed	26-Mar
TC_06_02	Verify MP4 File Upload	1. Upload an MP4 file. 2. Check if the file is uploaded successfully.	The MP4 file should be accepted, and the system should process it for transcription.	The MP4 file is uploaded successfully, and the system processes it for transcription.	Passed	26-Mar
TC_06_03	Verify WAV File Upload	1. Upload a WAV file. 2. Check if the file is uploaded successfully.	The WAV file should be accepted, and the system should process it for transcription.	The WAV file is uploaded successfully, and the system processes it for transcription.	Passed	26-Mar
TC_06_04	Verify Unsupported File Format	1. Upload an unsupported file format (e.g., .exe, .zip). 2. Check the error message.	An error message should appear indicating that the file format is unsupported.	An error message appears indicating that the file format is unsupported.	Passed	26-Mar

# Test Cases

## User Story 7: Handle User Profile

Test Case ID	Title	Step Description	Expected Result	Actual Result	Execution Status	Execution Date
TC_07_01	Verify Profile View	1. Log in to the website. 2. Navigate to the Profile page. 3. Check if the username, email, and role are visible.	The profile page should display the correct username, email, and user role.	The profile page displays the correct username, email, and user role.	Passed	28-Mar
TC_07_02	Verify Profile Edit	1. Log in to the website. 2. Navigate to the Profile page. 3. Edit username and email. 4. Save changes.	The updated username and email should be saved successfully in Firestore and displayed correctly.	The updated username and email is saved successfully and displayed correctly.	Passed	28-Mar
TC_07_03	Verify Password Change	1. Log in to the website. 2. Navigate to the Profile page. 3. Change the password. 4. Log out and log in with new credentials.	The new password should be saved, and the user should be able to log in with the updated password.	The new password should is saved, and the user is able to log in with the updated password.	Passed	28-Mar

# Test Cases

## User Story 8 : Generate Summary (Basic)

Test Case ID	Title	Step Description	Expected Result	Actual Result	Execution Status	Execution Date
TC_08_01	Verify Basic Summary Generation	1. Upload an MP3 or MP4 file. 2. Wait for transcription to complete. 3. Click on "Generate Summary".	A concise and clear summary of the transcription should be generated and displayed on the screen.	A concise and clear summary of the transcription is generated and displayed on the screen.	Passed	1-Apr
TC_08_02	Verify Summary Accuracy	1. Upload an audio file. 2. Wait for transcription and summary. 3. Compare the summary to the original content.	The summary should accurately reflect the most important points of the transcription in a concise format.	The summary is accurately reflecting the most important points of the transcription in a concise format.	Passed	1-Apr

# Test Cases

## User Story 11: View Video Previews

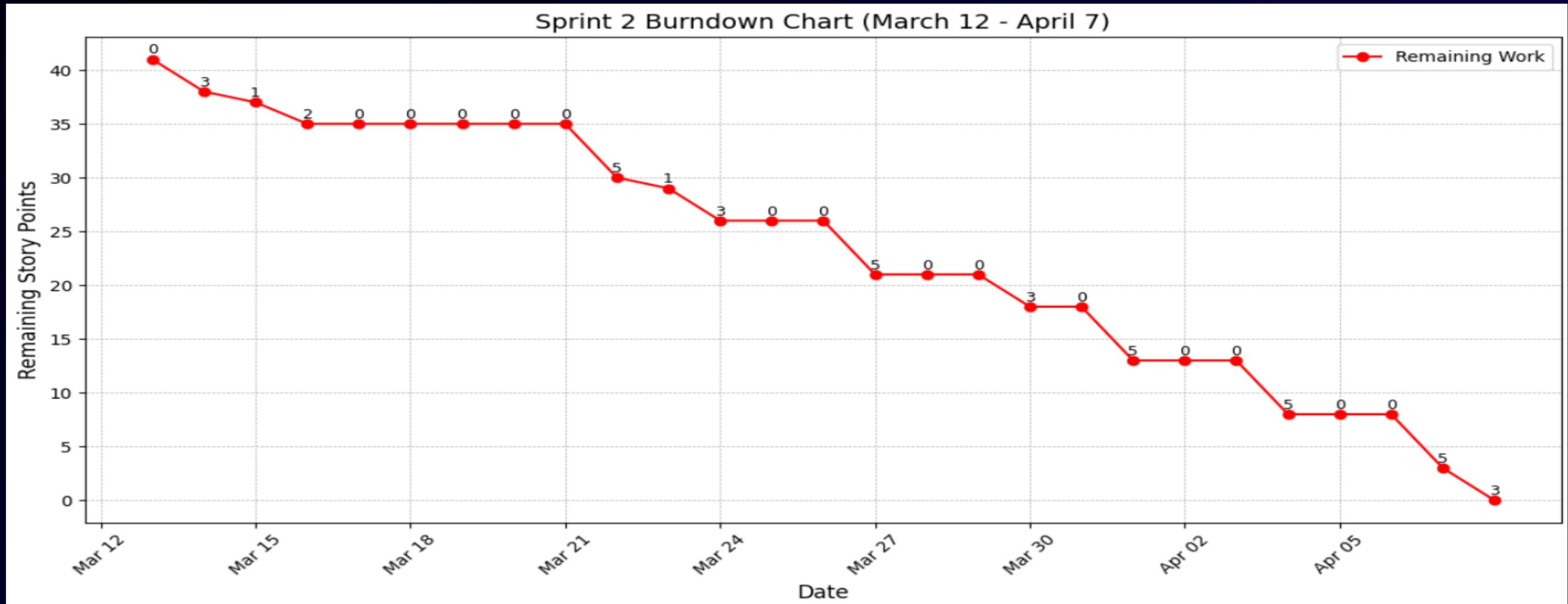
Test Case ID	Title	Step Description	Expected Result	Actual Result	Execution Status	Execution Date
TC_11_01	Verify Video Preview Thumbnail	1. Upload an MP4 file. 2. Check if a thumbnail is displayed for the video.	A thumbnail for the video should be displayed on the UI once the video is uploaded.	A thumbnail for the video is displayed on the UI once the video is uploaded.	Passed	4-Apr
TC_11_02	Verify Video Playback	1. Upload an MP4 file. 2. Click on the play button. 3. Check if the video plays smoothly.	The video plays within the app, and the playback is smooth and responsive.	The video should play within the app, and the playback should be smooth and responsive.	Passed	4-Apr
TC_11_03	Verify Video Preview Responsiveness	1. Resize the browser window. 2. Check if the video preview adjusts to different screen sizes.	The video preview should adjust seamlessly to different screen sizes and remain fully functional.	The video preview adjusts seamlessly to different screen sizes and remains fully functional.	Passed	4-Apr

# Sprint 2 Stories Completed / Not Completed

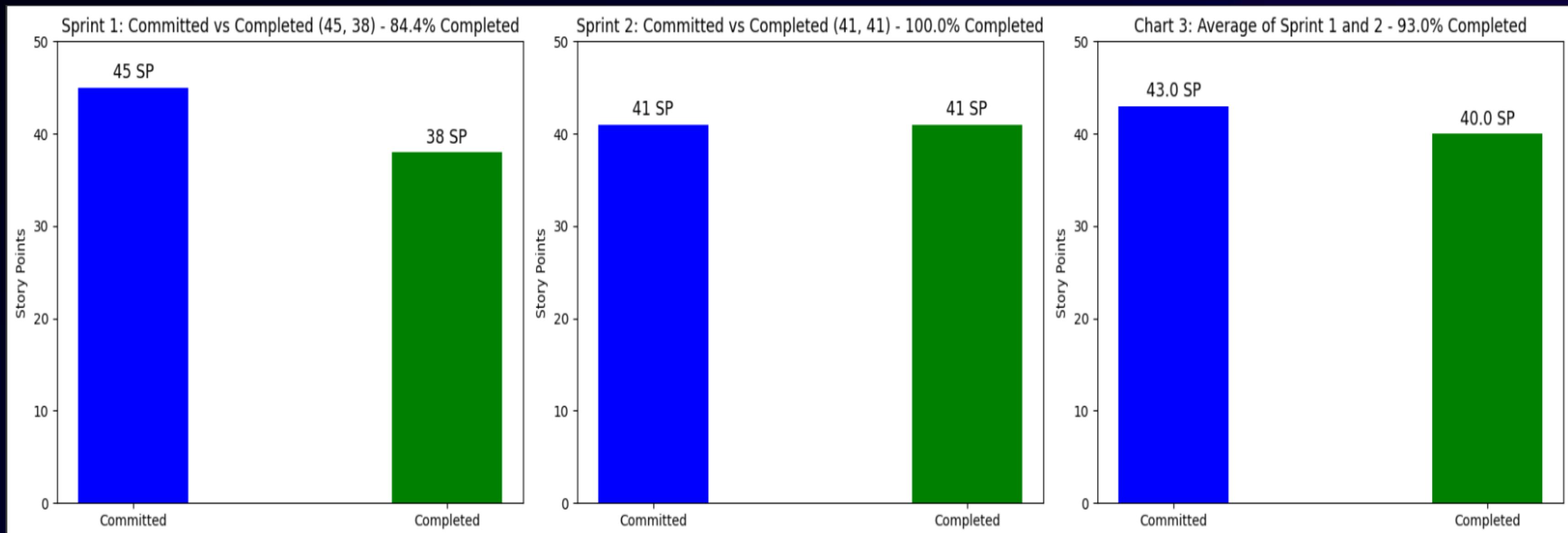
## User Stories Completed

US_ID	User Story	Description	Acceptance Criteria	Feature	Story Points
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US_06	Handle Different Formats	As a user, I want the application to support different file types (MP3, MP4, WAV), so that I can upload various audio and video formats	The application supports MP3, MP4, and WAV formats. Displays an error for unsupported formats.	File Upload	3
US_07	Handle User Profile	As a user, I want to be able to view and update my profile information, so that I can keep my details up to date and manage my	Users can view and edit username, email, and password. Profile changes are saved	Profile Management	5
US_08	Generate Summary (Basic)	As a user, I want to receive a basic summary of my transcription, so that I can quickly understand the key points of the transcribed	Summary highlights the most important points. Summary is concise and easy to read.	Summarization	5
US_11	View Video Previews	As a user, I want to view a preview of my uploaded video before generating a summary, so that I can verify the content	Provides a thumbnail or play button for video preview. Users can click on it to view the video directly in the app.	Media Management	5

# Metrics - Burndown Chart



# Metrics – Team velocity and Completed / Committed Ratio



# Sprint 2 - Retrospective

## What went well?

- Good communication among team members
- Successfully implemented the key features
- Feedback / action items from previous sprint was worked on

# Sprint 2 - Retrospective

## What can be improved?

- Jira needs to be updated more frequently
- Tasks for sprint needs to be finalized at the beginning of the sprint
- Communicate regularly and take others help more often. Address issues immediately as they arise
- Follow sprint timelines

# Sprint 2 - Retrospective

## Action items

- Assigned to everyone : Update jira as and when there is any progress for the tasks
- Assigned to everyone : Inform the team about your schedule in advance
- Assigned to Vishwas : Test the code as it is being developed

# Sprint 2 - Retrospective

## Quick Recap

### What went well

All the tasks were assigned to each other  + 0	Successfully implemented all key features  + 0
Action items from the previous sprint feedback was worked on in this sprint  + 0	Daily meetings went well.  + 0
collaboration between us is very good  + 0	Tasks were completed according to the planned timeline  + 0

### What can be improved

Whenever there is any progress on our assigned tasks, Jira needs to be updated  + 0	Address issues immediately  + 0
Let the team know if you are not able to attend scheduled calls  + 0	Schedule the team meetings in advance  + 0
Share regular updates  + 0	Run testing in parallel to development  + 0

### Action items

Assigned to all : Regularly update Jira with the task progress  + 0	Assigned to all : Inform the team about your schedule in advance  + 0
Assigned to Vishwas : Test the code as it is being developed  + 0	

# Sprint 2 - Project Demo

## QuickRecap

Transform your media into personalized, concise summaries.



### Upload Your Media

Easily upload audio or video files. No complicated setup, just upload!



### Automatic Transcription

Our technology transcribes your media content into text quickly and accurately.



### Personalized Summaries

Get concise, tailored summaries based on your preferences and interests.

[Login](#)[Sign Up](#)

# Sprint 2 - Project Demo

## QuickRecap

Sign in to continue

Email

Password

**Login**

New user? [Sign up](#)

# Sprint 2 - Project Demo

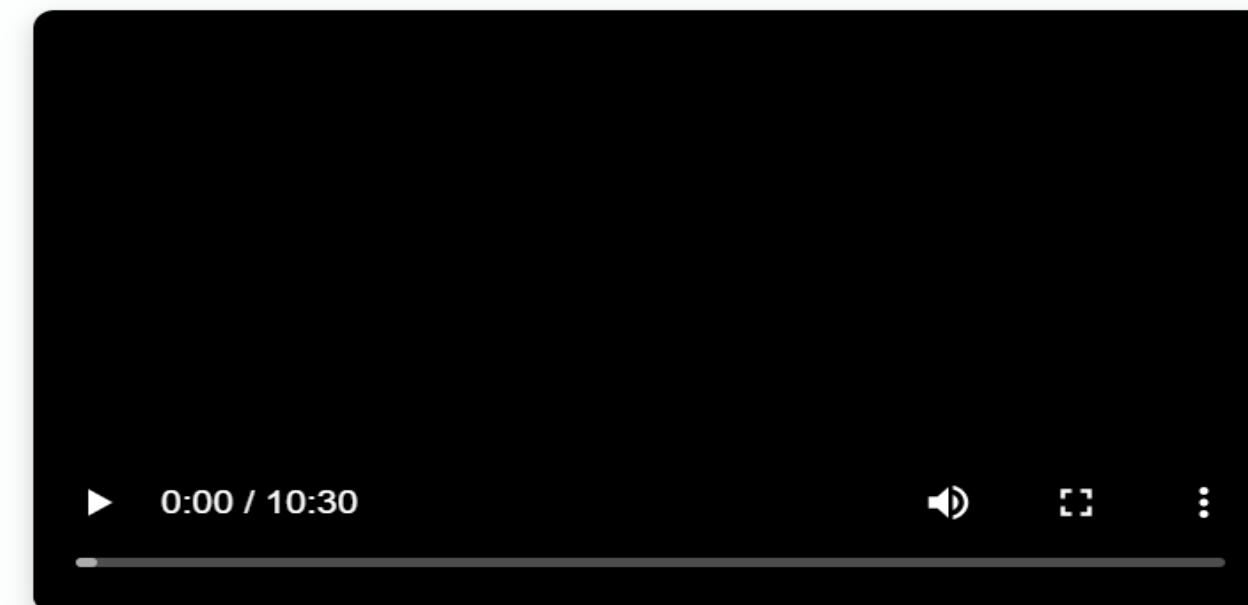
QuickRecap

Profile Logout

## Welcome, Navya Nayak

Upload File: Choose File One o...s.mp4

Upload Video



Transcript

Summary

Personalize

# Wiki page Link

To see our progress visit the wiki page below:

<https://github.com/htmw/2025S-Bros-of-Balayya/wiki>

# Live project demo

# Thank You