

Minutes of the Meeting

- **Tasks** (T) - has an Owner and a deadline
- **Decisions** (D)
- **Information** (I) - everything else of interest
- Date: 20-01-23
- Time: 14:00
- Topic: First Client Meet
- Goal:
 - Introductions
 - Get a brief idea of the Intelligent Caller Response (ICR)
- Attendees:
 - Arjun Rajasekar
 - Swetha Vipparla
 - Adyansh Kakran
 - Rohan Girish
 - Sarthak Chittawar
 - Roja Sahoo

Type	Description	Owner	Deadline
D	Hold a weekly meeting.	-	-
T	-> Send our timetables -> Research on current summarization engine models	Arjun Rajasekar	-
I	-> Existing ICR models answer questions asked over a call(Vernacular language support). -> Required to build a web app that uses the best summarization engine to answer an English text query(of any domain) clearly.	-	-

- Next meeting: TBD

---Template -- Minutes of Meeting

- **Tasks** (T) - has an Owner and a deadline
- **Decisions** (D)
- **Information** (I) - everything else of interest
- Date: 16-01-23
- Time: 15:00
- Topic: Second Client Meet
- Goal:
- Attendees: #NAMES#

Type	Description	Owner	Deadline
D	#DESCRIPTION#	-	-
T	#DESCRIPTION#	#OWNER#	#DEADLINE#
I	#DESCRIPTION#	-	-

- Next meeting: 23-01-23

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