Meeting Subject: _____

Meeting Date: _____   Time: _____

Attendees:
- - Gila
- - [Names of other attendees were not specified in the transcript]

Absentees:
None

Meeting Summary:
The client requested faster responses from the guidebot and the inclusion of nearby landmark suggestions. A proposal to guide users with clear landmarks, such as "take the left after the pharmacy," was discussed to avoid confusion. Gila is developing a location database that encompasses floor numbers, departments, landmarks, and categories, with the first graph to be shared today. The discussion included converting the database into Intensors and Entity List to enhance conversation flow. Preparation of APA endpoints for information retrieval by the bot is underway, ensuring flexibility for future edits by clients. The potential addition of voice tone variations for different environments—soft for hospitals and energetic for malls—was proposed, with experimentation on TDS parameters noted to maintain low resource usage. Languages for the initial version of the guidebot were confirmed as English, Telugu, and Hindi, with plans for translation feedback mechanisms. The integration of a translation layer between NLP and the database is planned, with thorough edge case testing required. The target for the prototype completion is set for this Friday, with designated tasks including data set finalization, sample question preparation, and client coordination. The design flow and transcriptions will be tested, with a plan to push the first draft into Ivan Studio. All APA routes will be established, connecting the database for load testing, leading up to live data implementation.

Action Items:

No.	Owner	Task	Deadline
1	Person	Task	Deadline
2	Gila	Share the first graph of the location database	2025-11-24
3	[Name to be determined]	Convert the location database into Intensors and Entity List	2025-11-25
4	[Name to be determined]	Prepare APA endpoints for the bot to fetch information	2025-11-25
5	[Name to be determined]	Experiment with TDS parameters for voice tone variations	2025-11-25
6	[Name to be determined]	Finalize the dataset and prepare sample questions	2025-11-26
7	[Name to be determined]	Set up the translation layer and test edge cases	2025-11-26
8	[Name to be determined]	Push the first draft into Ivan Studio	2025-11-26
9	[Name to be determined]	Conduct load testing once all APA routes are connected	2025-11-26