Meeting Subject: _____

Meeting Date: _____   Time: _____

Attendees:
- - Gila
- - [Participant 2]
- - [Participant 3]

Absentees:

None

Meeting Summary:

The client has requested enhancements for the guidebot, focusing on faster responses and nearby landmark suggestions. Introduced the concept of guiding users to key locations with landmarks (e.g., "take the left after the pharmacy" instead of just the department name). A location database is being developed that will include floor numbers, departments, landmarks, and categories; the first draft of this database will be shared today. There is a plan to convert the location data into Intensors and an Entity List to solidify the conversation flow. APA endpoints will be prepared to allow the bot to fetch location information dynamically, with the capability for clients to edit locations in the future. The client has also requested voice tone variations based on location contexts (e.g., softer tones for hospitals and energetic tones for malls). TDS parameters will be adjusted to incorporate different voice styles, while also monitoring resource usage to prevent delays. Languages finalized for version 1 include English, Telugu, and Hindi, with an option for future expansions. A translation layer will be integrated between the NLP and the database to enable natural responses and handle edge cases. Action items include preparing the dataset, sample questions, coordinating with the client, and targeting the prototype completion by Friday. Testing of the entire flow is set for tomorrow, along with the setup of APA routes, database connection, and load testing.

Action Items:

No.	Owner	Task	Deadline
1	Person	Task	Deadline
2	[Participant 2]	Share the first version of the location database	Today
3	[Participant 3]	Convert location data into Intensors and Entity List	[Insert Deadline]
4	Gila	Prepare APA endpoints for bot location fetching	[Insert Deadline]
5	[Participant 2]	Monitor latency during testing of voice tone variations	[Insert Deadline]
6	Gila	Finish designing conversation flow and push to Ivan Studio	Tomorrow
7	[Participant 3]	Setup all APA routes and connect database for load testing	Tomorrow
8	[Participant 2]	Test end-to-end workflow with the prototype	Tomorrow