



AI Driven Application Meeting Summarization

Agenda

- Meeting summarization use case
- Proposed Data platform
- Process Flow
- Meeting Summarization Functionality
- Demo(Not to be Recorded)
- Q&A



Meeting Summarizer

Business Use Case

- The client, a leading audit company, needed a solution to summarize team and zoom meetings
- The business rationale is to handle project milestones and team conversations effectively enabling better action items
- This tool is also envisaged to summarize conversations with clients and have Q&A functionality for further information

Solution

- Open AI based Azure service that is trained on meeting transcripts and summarizes them based on different categories
- The tool also allows the user to ask questions on summary

Tech Stack & Techniques

Azure, Python, Azure OpenAI Service, GPT 3.5 Turbo, Azure Functions, React

Outcome

Faster Meeting summaries result in better management of meeting outcomes
Meeting summaries are better records for future actions

Benefits

Faster Meeting summaries result in better management of meeting outcomes
Meeting summaries are better records for future actions

Road Ahead: Meeting Summarization



Automatically extracts the key points discussed in virtual meetings.

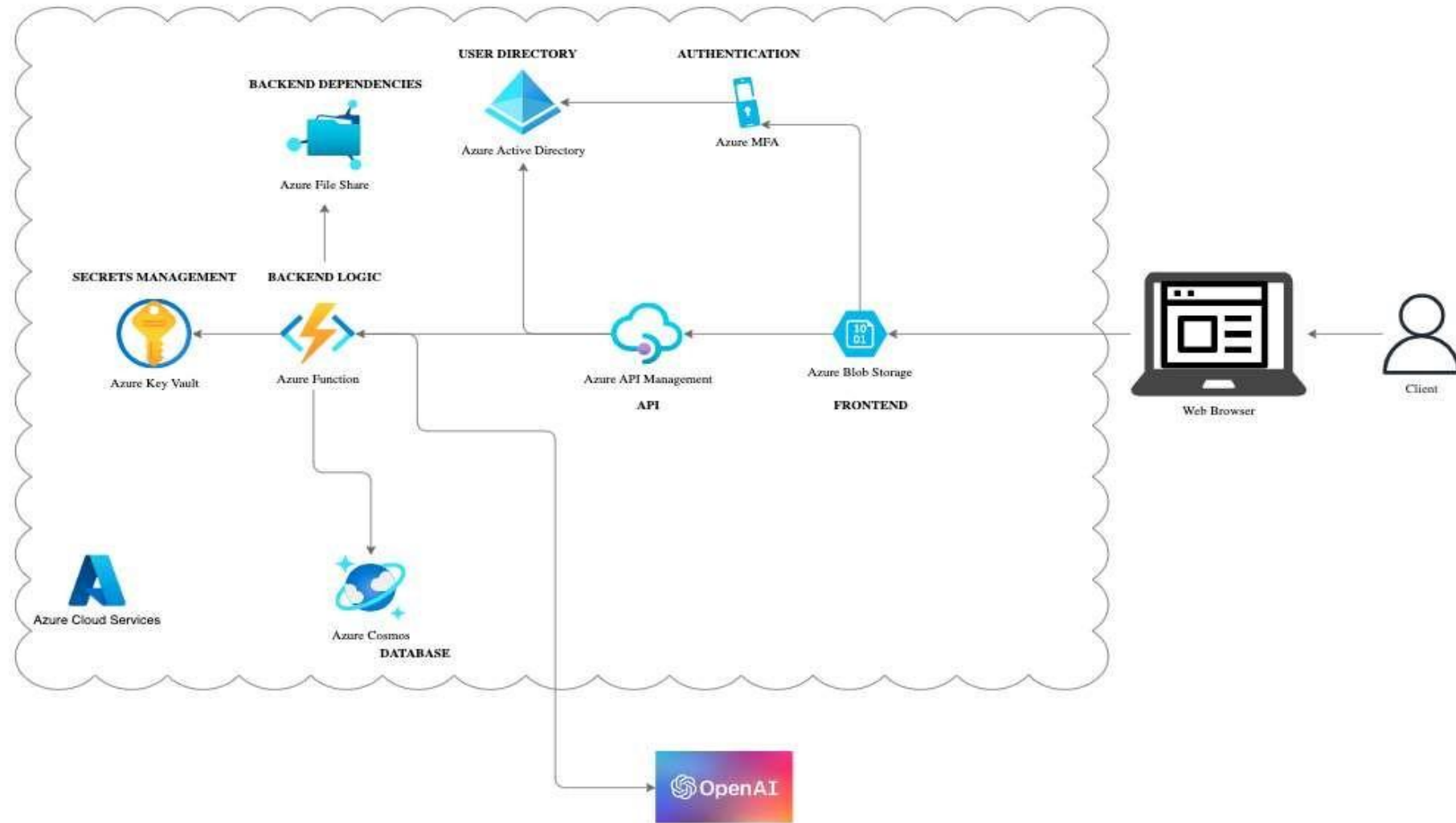


Automated transcription and sentiment analysis for meeting recordings and analysis



QNA facility that allows the user to search for an answer from the meeting content

Proposed Data flow- Meeting Summarization



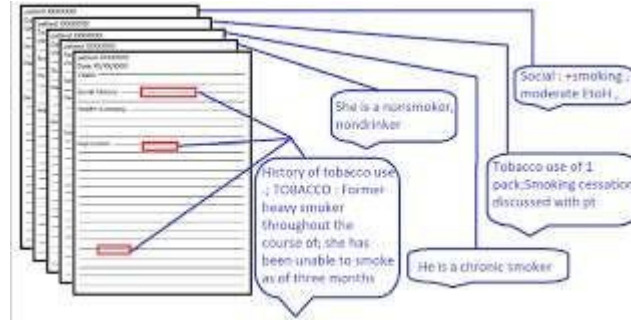
Process Flow



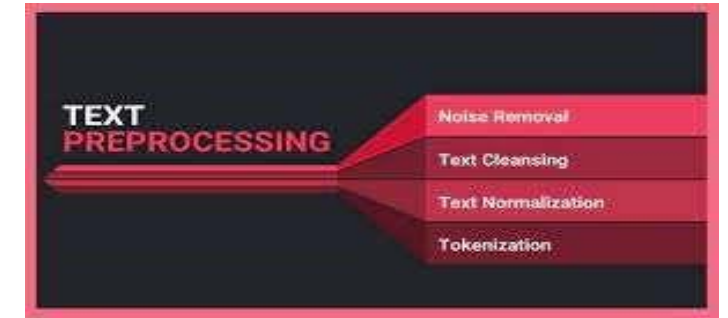
Input File



**Transcript
File**



Text Tokenization



Text Preprocessing



**Sending Tokens to
OPEN AI with
default prompts.**

**Save Response Post to
Frontend and**



**Open AI Generate to Database for
Response based upon**



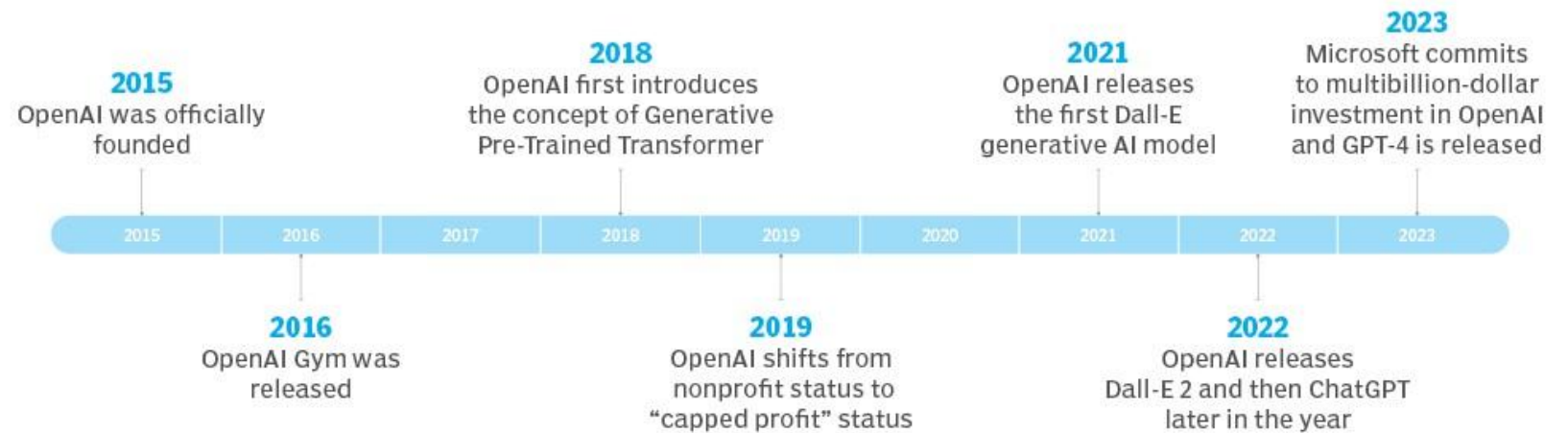
Future Frontend will Show Given Prompt Reference the Desired output



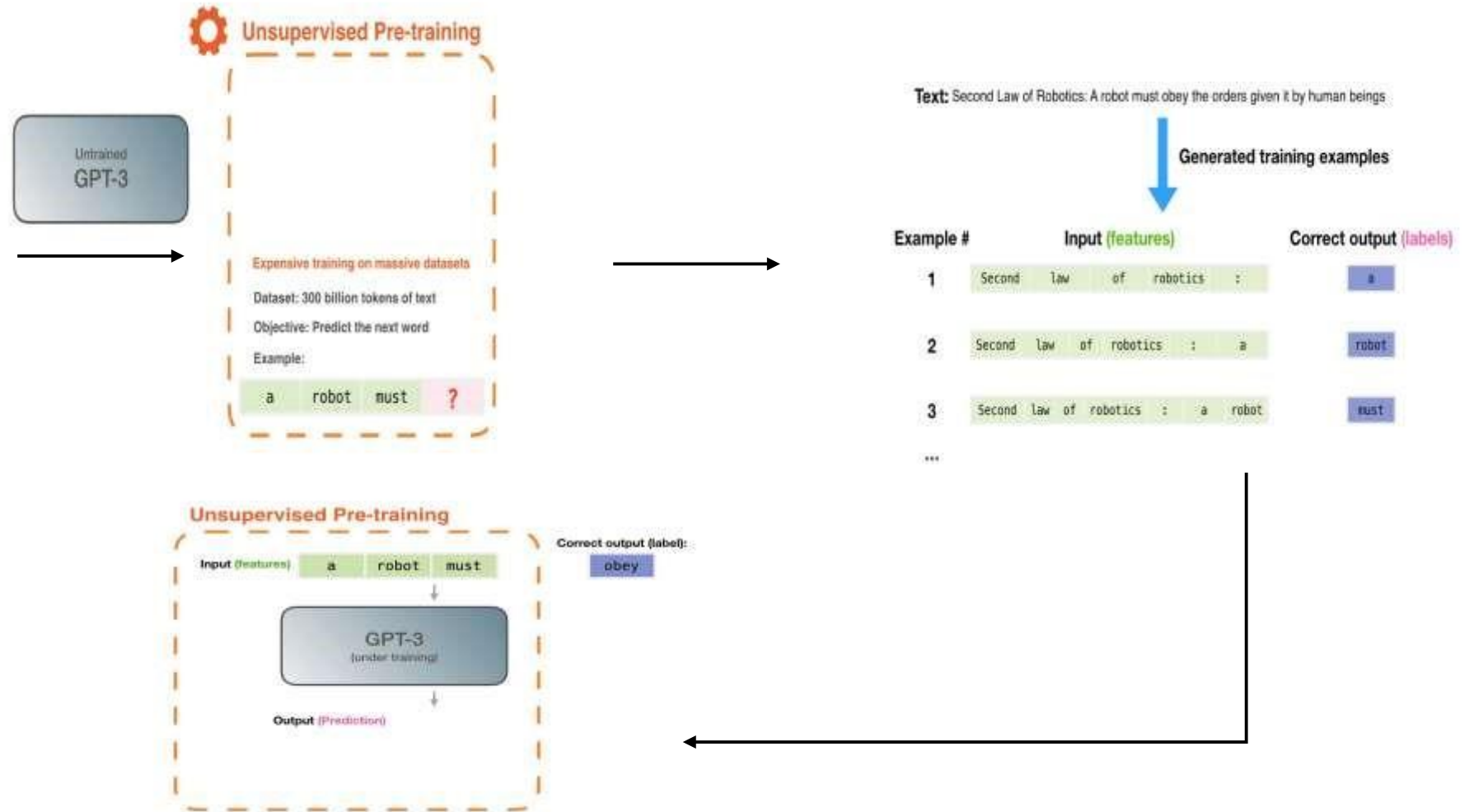
Demo (Please do not record)




Evolution of Open AI



Working flow for completion model (GPT (Text-davinci-003))





Meeting
Transcript

Components - Meeting Summarization

The meeting summarizer has 3 components

- Overview, discussion points and action items are summarized from the meeting transcript file.

Meeting Summary

- The summary of content shared in the meeting recording such as

presentation/meeting chat and participants name are presented in VA.

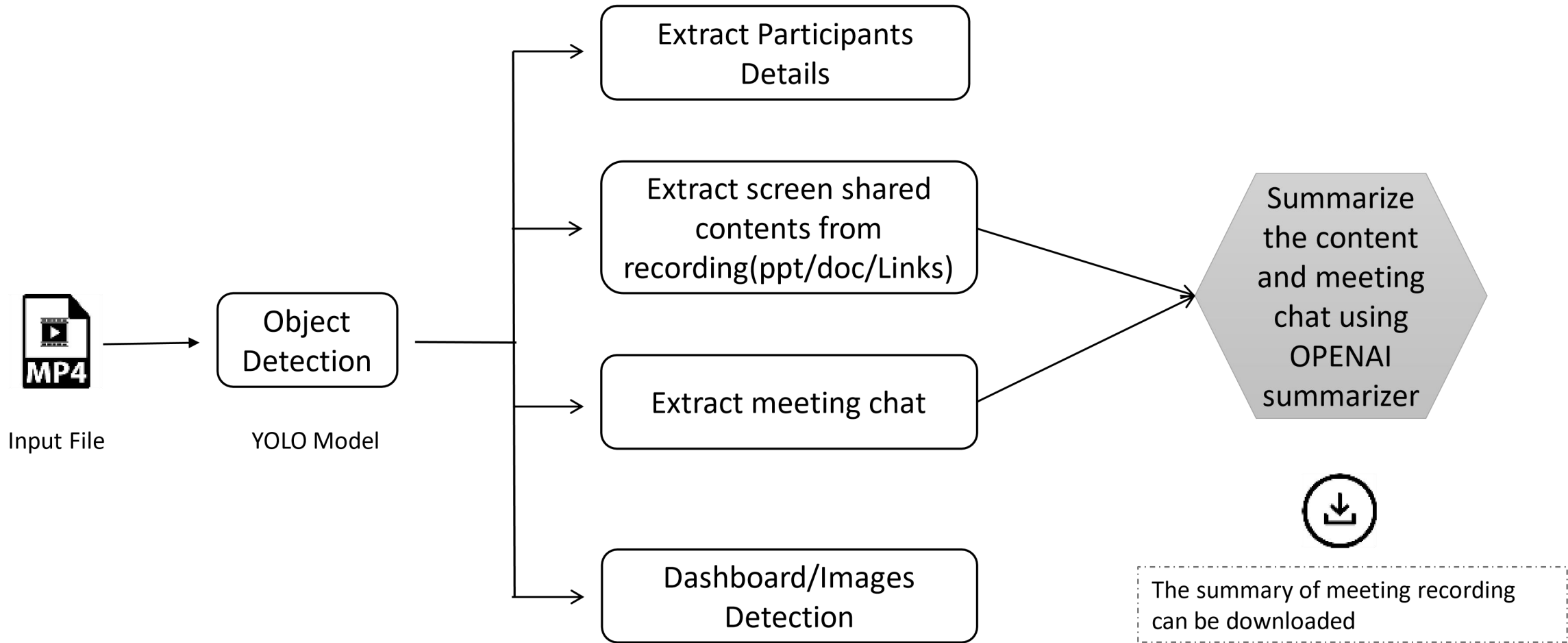
Video Analytics

- The user can upload the summarized content and look for a specific

Video Analytics

information using the
QNA component

QnA





ANY
Questions?

THANK YOU

