Meeting Essence II
Capturing the Important Moments of a Meeting
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Motivation

Meeting Déjà Vu?
• “What was that great idea and who had it in the meeting yesterday?”
• “Did anyone manage to take down everybody’s suggestions?”
• “What was my to-do again?”

Current Solutions
• Capturing requires special equipment set up
• (Scribbling notes furiously during the meeting)
• (Yawning over an one hour audio recording of the meeting)

Overview

• **Portable, Affordable**, mobile phone based meeting information capture system
• **Minimally-Distracting**, one-screen, one-click audio recording interface
• **Social Interaction Centric** paradigm: record what you think important
• **Instantly Available** audio files for playback, during or after a meeting

System Implementation

Client: Objective C on Apple iPod Touch 2nd Generation

Server: Ruby on Rails on the cloud

Future Works

• Incorporate additional media types, e.g. picture and text, into capture system
• Implement support for meeting follow-up actions (email reminder, annotation)
• Provide medium for back channel communication during meetings

Hidden Profile Experiment

Candidate Choosing Meetings (2 scenarios)
• T1. Mining manager hiring, T2. Wedding venue selection
• Small differences in criteria read by each participant
• 6 groups of 3 participants
• One meeting with paper, one with Meeting Essence II

Results

• Average of 17 audio snippets recorded in each 20 minute meeting (3 to 38)
• More meeting decisions remembered (+.20%/ audio snippet recorded)
• Groups starting with Meeting Essence II in T1 tends to commit more snippets

References