Meeting transcript segment

(Person10) Uh, here is the organization of the [PROJECT9] presentations. So do you have any preference or do you have any idea how do we do it? Because [PERSON16] already asks uh, asked a while ago. Uh, are you making any steps in this, or decisions? (PERSON14) No, I haven’t done any steps and decisions, I thought sort of you’d ask with doing it. [laugh] (PERSON10) Yeah. (PERSON14) And the coordinating. (PERSON10) Yeah. (PERSON14) So what what’s your propose? I mean, what we have proposed in the a in the offline track seems quite a reasonable. […] (PERSON10) Uh, uh, so let’s start with the um, um, with the uh, uh, the postponed review. So it’s seems, that people have not uh- So [PERSON11], uh, please, let us know what this doodle is. This is that we need to figure out the date. (PERSON22) Okay, so it’s because the review will postpone till September. We should give uh, our project officer the new ah, a new date. And I see more people finally voted it, so we should give uh, our project officer the new ah, a new date. (PERSON10) Whether we want get little time extension, uh, And I see more people finally voted it, so We should give uh, our project officer the new ah, a new date. So it’s seems, that people have not uh- So [PERSON11], uh, please, let us know what this doodle is. This is that we need to figure out the date. (PERSON22) Okay, so it’s because the review will postpone till September. We should give uh, our project officer the new ah, a new date. And I see more people finally voted it, so we should give uh, our project officer the new ah, a new date. (PERSON10) Whether we want get little time extension, uh, uh, little or longer time extension uh, of the project. So I don’t know if [PERSON22] is aware any date until we should make our uh, uh, little or longer time extension uh, of the project. (PERSON10) Okay. […]

Meeting minutes 1 segment

- [PROJECT9] remote presentations organization
  - Discussion about the results: agreement on the pre-recorded presentation for the [PROJECT5] system paper
  - One slot to present overall results
  - The postponed review:
    - doodie with voting for a new date,
    - possible to decide already now
  - A time extension of the project
    - 2 or 3 months probably
  - Voting to mid the next week: to fill the table how many months and the reason for that

Meeting minutes 2 segment

- Organization of the [PROJECT9] presentations
  - There is organized a panel and there will always have 2 time slots for the presentation of the papers.
  - The papers, also the presentations, can be pre-recorded.
  - Postponed review:
    - It is needed to figure out the date.
    - Because the review will postpone till September and is needed to get to project officer a new date.
  - Time extension:
    - Agree, that by mid next week everybody should fill the table how many months would you like the project to be extended.

Overall statistics of ELITR Minuting Corpus

<table>
<thead>
<tr>
<th>Lang</th>
<th>Set</th>
<th>Number of Meetings</th>
<th>Total</th>
<th>Max per Meeting</th>
<th>Avg±Std.Dev per Meeting</th>
<th>with Alignment</th>
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<tbody>
<tr>
<td>cs</td>
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<td>test</td>
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<td>30</td>
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Meeting minutes 1
- 120 meetings in English, 59 meetings in Czech
- Transcripts are segmented into utterances and diarized
- Manually corrected ASR transcripts, special vocal tags added
- De-identified meeting transcripts and minutes
- Parts of minutes are aligned with corresponding parts of meeting transcripts (in ALIGNMEET tool, also presented at LREC 2022)

Meeting minutes 2
- Organization of the [PROJECT9] presentations
- There is organized a panel and there will always have 2 time slots for the presentation of the papers.
- The papers, also the presentations, can be pre-recorded.
- Postponed review:
  - It is needed to figure out the date.
  - Because the review will postpone till September and is needed to get to project officer a new date.
- Time extension:
  - Agree, that by mid next week everybody should fill the table how many months would you like the project to be extended.

Comparison of meeting summarization datasets

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<th>Dataset</th>
<th>lang.</th>
<th>minutes or summaries</th>
<th>real or acted</th>
<th>multiple summaries per meeting</th>
<th># meetings</th>
<th># hours</th>
<th>avg. words per transcript</th>
<th>avg. words per summary</th>
<th>avg. turns per transcript</th>
<th>avg. # of speakers</th>
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Acknowledgment
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