AI Virtual Assistant
For Microsoft Teams and Webex

AI Virtual Assistant is the most

FEATURES

Central Meeting Collaboration Space
Automatically Builds a Space/Group Chat

Better Continuous Collaboration
Collaborate before, during and after the meeting

Detect Meeting Highlights
Extract Agenda, Desicions, Notes & Summary

Create Actionable Tasks
Sync Tasks to your task manager & display live status

Create and complete Reminders
Create reminders and post updates in Space/Group chat when time is due

Schedule Followup Meetings
Automatically schedule followup meetings

Generate Meeting Minutes
Automatically Generate meeting minutes and export to PDF

Sync Notes to CRM
Sync notes to customer account in your CRM

Generate Summary
Automatically geneate meeting summary based on AI module

Further Meeting Discussion
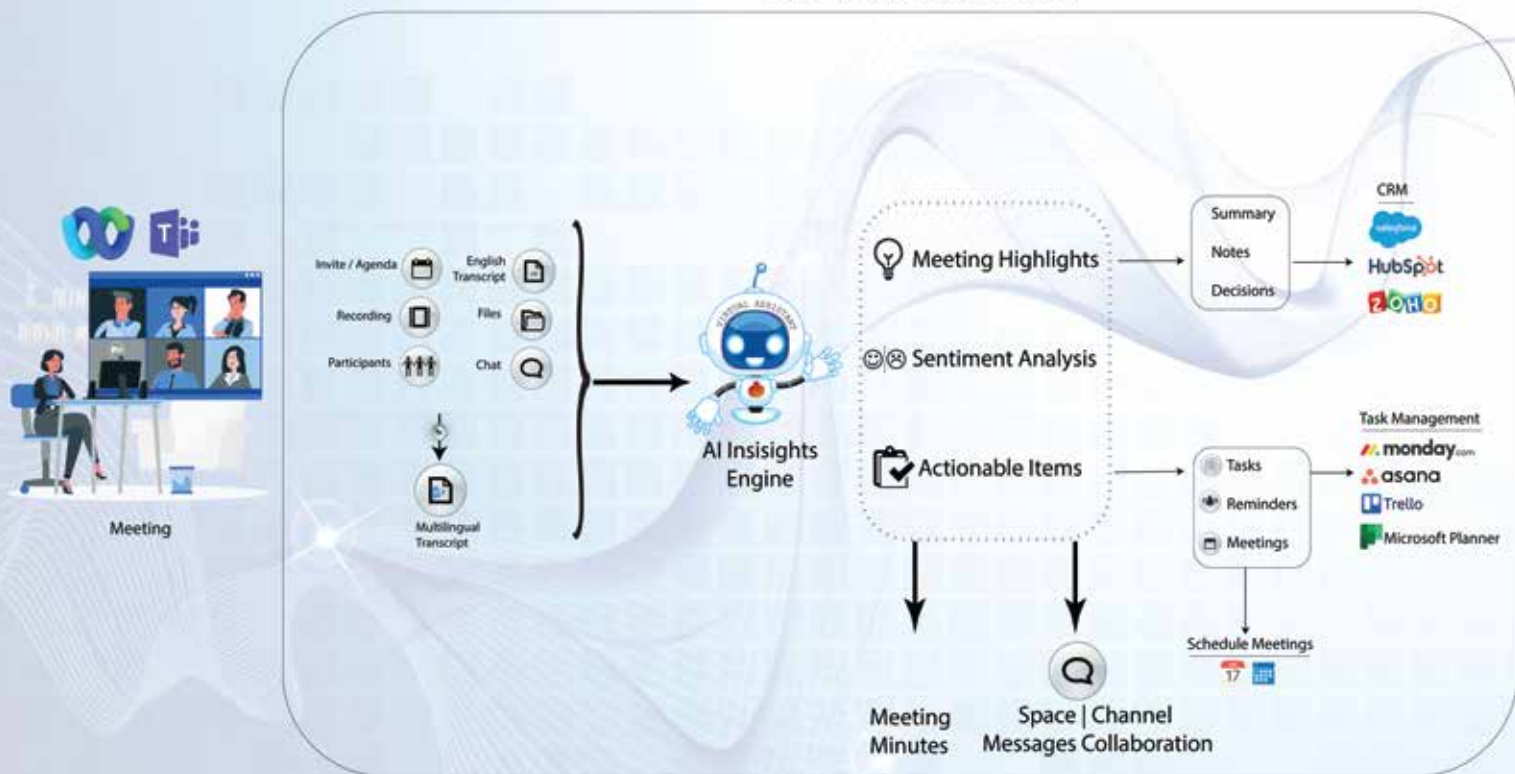Post items from transcript/highlights/tasks as messages for discussion

Multi Language support
Translate meeting transcript into dozens of languages

Sentiment Analysis
Detect positive and negative conversations with timelines

Meeting Insights Space/Channel

How Virtual Assistant helps to improve productivity

Don't let any item fall between the cracks

Automatically extract action items by using AI Virtual Assistant and smart analysis for tasks, reminders and follow up meetings.

Sync Notes to CRM:

Allow for a better data flow from your meetings by syncing the new notes to your customer data in your preferable CRM System.

Set reminders:

Create a list of reminders, detect reminder title and due date and trigger space / group chat when the time is due.
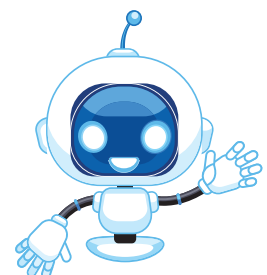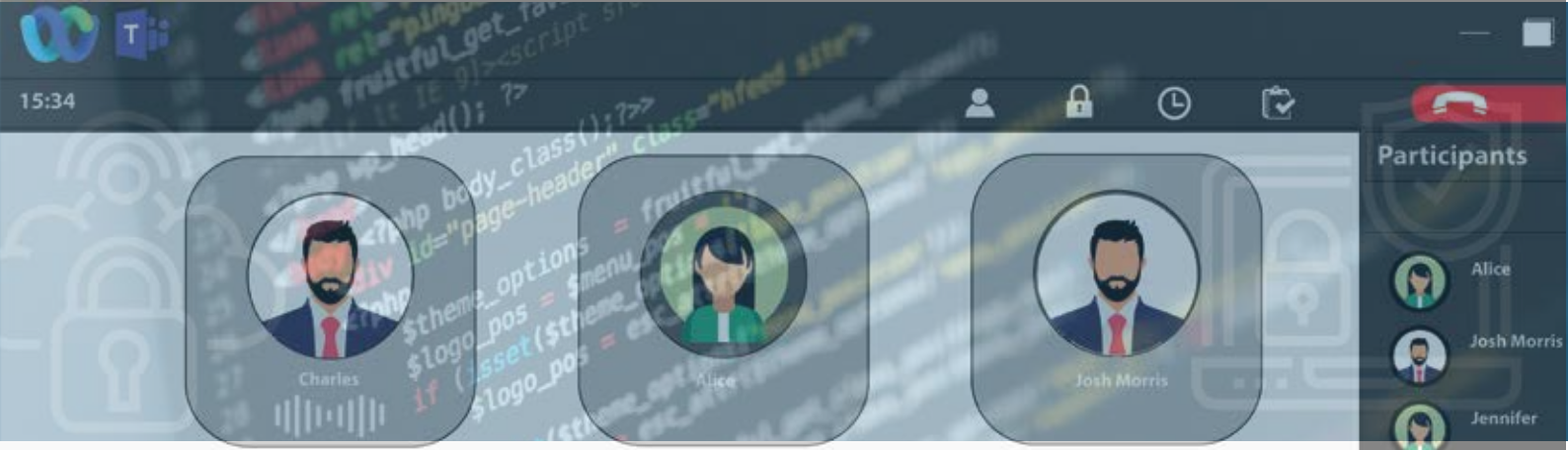
Schedule Follow up meetings:

Automatically schedule follow up meetings

Manage Tasks in your task management system:

Virtual assistant detects task title, assignee and due date. You can review and modify tasks before syncing them to your task management system (Asana, Microsoft Planner, Monday, Trello and more), Virtual Assistant will then fill in additional data fields such as priority, description and project and display live task status in space / group chat.

"most complete product yet"

Create a central meeting collaboration place

A Webex space / MS Teams group chat is automatically created and participants are added as members for continuous flow before, during and after the meeting.

The space / group chat includes:

- Meeting Content: Meeting Information (Participants,
  Time), Recording, Transcript, Chat & Files

- Highlights: Agenda, Decisions, Notes & Summary

- Action Items: Tasks, Reminders and Follow Up Meetings

Achieve better continuous collaboration

Before the meeting allow for discussions on agenda and share important files and ideas. Continue your collaboration after the meeting by highlighting text from the transcript and posting it to the space / group chat for further discussion.

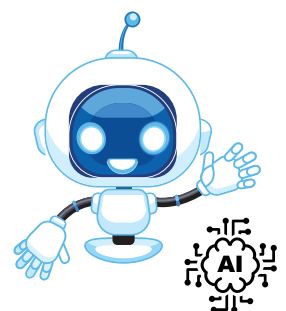## Save time by automating meeting management process

Automatically create meeting minutes -an instant written record of a meeting- which includes all meeting content, highlights and action items: Meeting information, Agenda, Summary, Decisions, Action Items (tasks, reminders & scheduling meetings), Transcript, Chat & Files, and export meeting minutes to PDF.

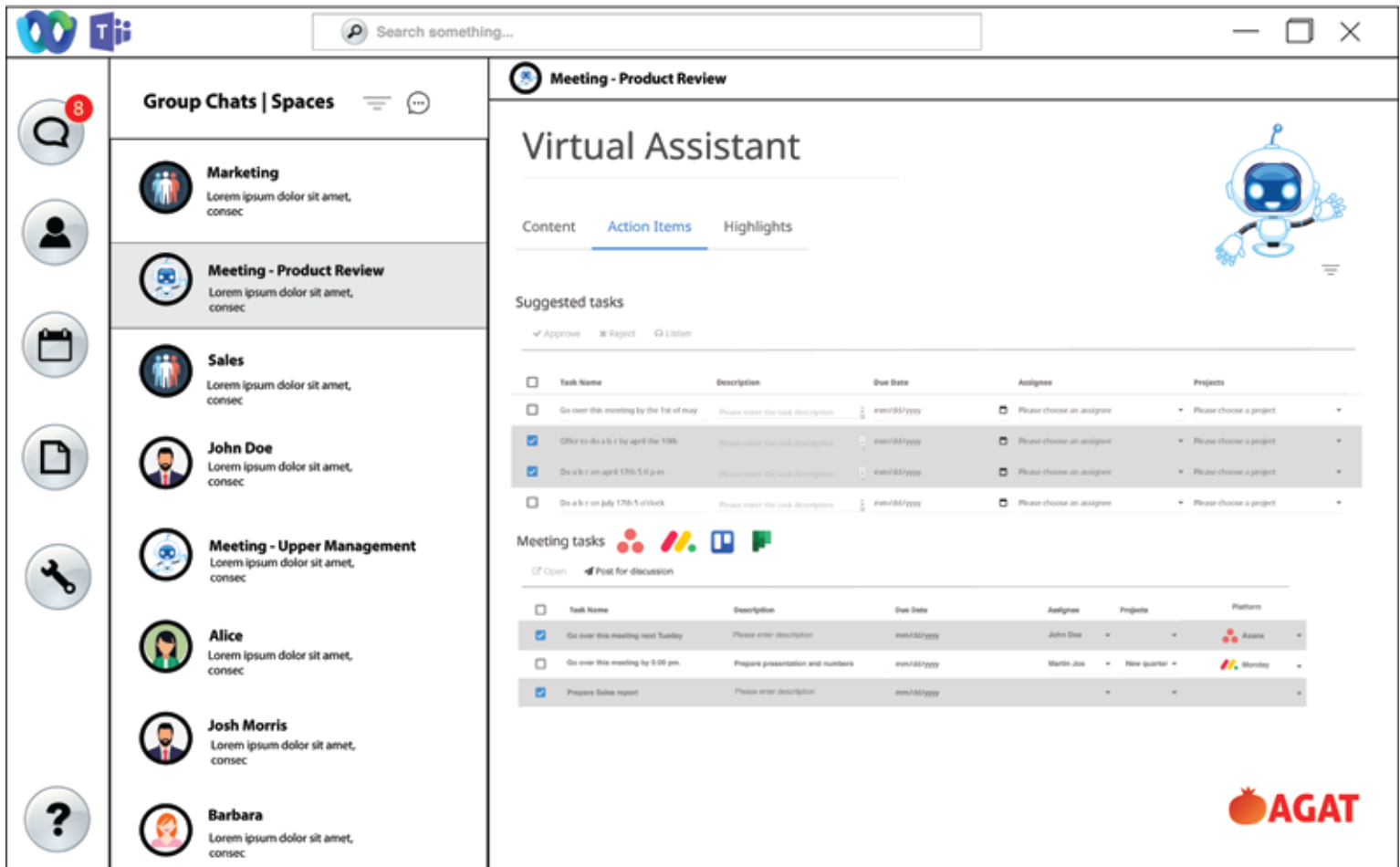## Facilitate the process of bringing people up to speed

People who did not attend the meeting will be added to the space / group chat, they will have access to the recording, transcript, summary, highlights, meeting minutes and all action items set.

Improve communication and identify risks with Meeting Sentiments

- Analyse meeting transcript using AI Engine to detect sentiment behind speech

- Display positive, negative and overall score of all meetings

- Listen back to sections identified as positive or negative

- Identify positive and negative interactions for extra attention or cloning positive behaviour

- Display sentiment timeline allowing to listen back on the sections identified as positive or negative

Platform conceptualization

About AGAT Software

AGAT Software is an innovative security provider specializing in security and compliance solutions. AGAT's SphereShield product suite handles security threats related to authentication and identity as well as content inspection and data protection. Utilizing this expertise, AGAT developed SphereShield **to secure unified communications (UC) & collaboration platforms such as Microsoft Teams, Slack, Zoom, Webex and Skype for Business,**

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