**Transcript**

26 September 2024, 01:12pm

 **Nine Htet** 0:03  
You can only, Alice said she couldn't find it and one knows it. Or Collin said he couldn't find it. I don't know whether you see that.  
For a meeting that you've set up.  
In that you know when you click on it, double click on it in the teams calendar and then it opens up the all the info about that that call when I clicked on recap at the top, that's where I saw.  
You know, I kind of said you can't go recap enabled, you need to upgrade.

 **Clare Chamberlain** 0:35  
OK.

 **Nine Htet** 0:38  
The 9:00 you could have a quick whilst we wait for Collins. You'll be looking with in the in the invite for this.  
On your, on your laptop, just go into the.  
The keen teams calendar and double click on this.  
Where it should bring up the info about this meeting, yeah.  
And of course the top when these tabs have. You got recap.  
Yeah, let's have a look.  
Maybe because maybe I had it because it's my.  
No. At the top where it says meeting scheduling assistance tracking help. No. So you don't have it.  
No, it's just.  
This is this is opening up. I need you to click on.  
Is the.  
Is it? Is it Pickering for you as Rayna?

 **Clare Chamberlain** 1:39  
Yes.

 **Karen McLean** 1:40  
Yeah, a little bit.

 **Nine Htet** 1:40  
Yeah.  
That was that.  
Was.  
Yeah.  
Is that what you're looking at? Early, but this is the right form.

 **Clare Chamberlain** 1:57  
That that fails a bit like.  
Something bad's about to happen to Sorrell. There's like a beam of light coming through or or something good.

 **Karen McLean** 2:06  
There's light coming from the window. It's a bit, isn't it?

 **Nine Htet** 2:10  
Double click on it, yeah.

 **Clare Chamberlain** 2:11  
It's like you're about to get beamed up, Scotty.

 **Nine Htet** 2:13  
Yeah. Or we have. Yeah. There we go. No.  
For free, so yeah.  
Oh, so you could do that? Nine or nine. You know, we'll have a look. Because Nine's got it. Colin said he couldn't find it, but if you if you go to your teams columns and double click on this.

 **Clare Chamberlain** 2:23  
Oh my.

 **Nine Htet** 2:38  
Yeah. And then see the tabs at the top. There's a recap.  
In teams calendar, yeah, that's what I'm sharing now.

 **Clare Chamberlain** 2:46  
Yes.

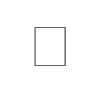
 **Nine Htet** 2:50  
900.  
And have a look if my makes that big later. Is that on this meeting? Yeah.  
Oh, it's not showing that I'm showing my screen. Yeah, no, I've got it. I haven't got it either.

 **Clare Chamberlain** 3:04  
I've got.

 **Nine Htet** 3:08  
So just go. Can you see it says up. Try premium for free, so I'll click.  
And then recap, yeah.  
And then it says try premium for free. You get 60 days.  
And then you'll be able.  
Do that the AI recap option, which was the first one that I pasted in.  
What would be interesting to see is whether you can.  
Whether it matters who.  
Set up the meeting.  
I am and I wonder why some people can see it. Some people I haven't accepted it, so I'm going to say that.  
Maybe your version of teams or what it's really, but then I you know, in the meeting of great. But I could see the recap afterwards, but I couldn't see it during the meeting.  
Oh, it didn't. It took quite a while to generate after you to. OK, but I'd like to see the recap back then. Oh, OK or not? Oh, yeah, because I'm not in the actual plans. In the meeting. Karen's in the.  
Teams we haven't joined, we're not joining effectively.  
Or maybe join's in the meeting. Yeah, right. OK, that makes sense.  
Yeah. So, Karen, you thought you've got that as well.  
Maybe actually. Yeah, yeah. Anyway, it's worth sorry. It's worth. I think it could be really useful if you've got one to ones. For example, maybe you need to turn on the transcript so you don't have to record it as in video recording of the meeting. If you have to turn on the transcript because essentially it then.

 **Karen McLean** 4:36  
Yeah, I'm just looking.

 **Nine Htet** 5:00  
Look through the transcripts and create that somebody.  
This is so funny to me, sorry.  
You in the meeting before Kate. Turn on transcription. Yes, yes.  
Stop transcription and then start it again.  
And I'm moving then if if it appears to myself.  
So.  
I haven't started doing transcription before. I knew that he's had the recap for the recap.  
But he was in a meeting before you, yeah.

 **Kate White** stopped transcription