

New Feature in simplex Meeting v6.11.4

Meeting Room

AI Assistant

The new collaboration tool “AI Assistant” allows meeting participants to consult an AI during the meeting. The communication with the AI assistant is shared among all meeting participants, making the virtual assistant appear to be an additional person in the room.

The screenshot displays a meeting interface with a central chat window and a vertical sidebar of participant video thumbnails on the right. The chat window contains the following text:

Information about this AI assistant

We want to make sure you have all the information you need before using our AI assistant. Here are some important details:

1. When you use the AI assistant, your questions will be sent to OpenAI OpCo, LLC for processing. Please note that only the text you enter into the search field will be sent to OpenAI, and no other personal information will be shared.
2. You will be interacting with an AI and not a human being. Responses generated by the AI assistant are based on machine learning algorithms and may not always be accurate or complete.
3. We hope you find the AI assistant helpful, but please use it at your own risk.

Joe Doe (11:14 AM)
We're having a business meeting to plan our next marketing campaign. How can you best help us with this task?

AI assistant (11:14 AM)
As a helpful assistant, I can assist you and your team in planning your next marketing campaign in several ways:

1. Help you gather data and research about your target audience, market trends, and competitor analysis. This information will help you make better decisions about your campaign.
2. Brainstorm and suggest ideas for effective marketing strategies and tactics based on your goals and objectives.
3. Organize and facilitate the meeting to ensure everyone has a chance to share their thoughts and ideas.
4. Create a project management timeline with tasks and deadlines for each step in the campaign process.
5. Provide analysis and evaluation of the campaign's effectiveness once it is launched to help you understand what worked well and what you could improve upon in the future.

Overall, my goal is to support and guide your team to create a successful marketing campaign that effectively reaches your target audience and achieves your business goals.

00:57

Write your question here... **ASK QUESTION**

The sidebar on the right shows four video thumbnails of participants: a woman, a man, a woman, and a man. The interface includes various icons for chat, mute, video, and other meeting controls.

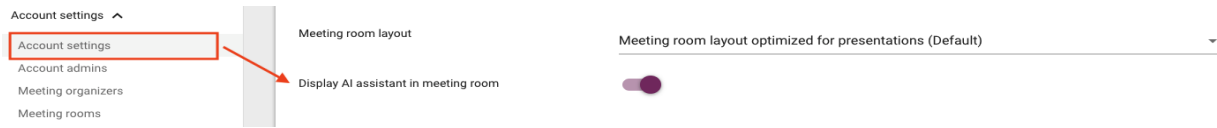
As with all our solutions, we have placed particular emphasis on data privacy:

1. An explanatory text informs meeting participants about the AI Assistant.
2. All questions to the AI Assistant are routed through our own servers, IP addresses of the meeting participants are not transmitted to OpenAI. Therefore, no personal data, except the explicitly asked questions, are transmitted to OpenAI.
3. Each account has the option to deactivate the AI Assistant for its meetings, see below.
4. The AI Assistant is configurable through Meeting Permissions.
5. The AI Assistant must be explicitly activated in the white-label settings, see below.

Backend

Account Settings

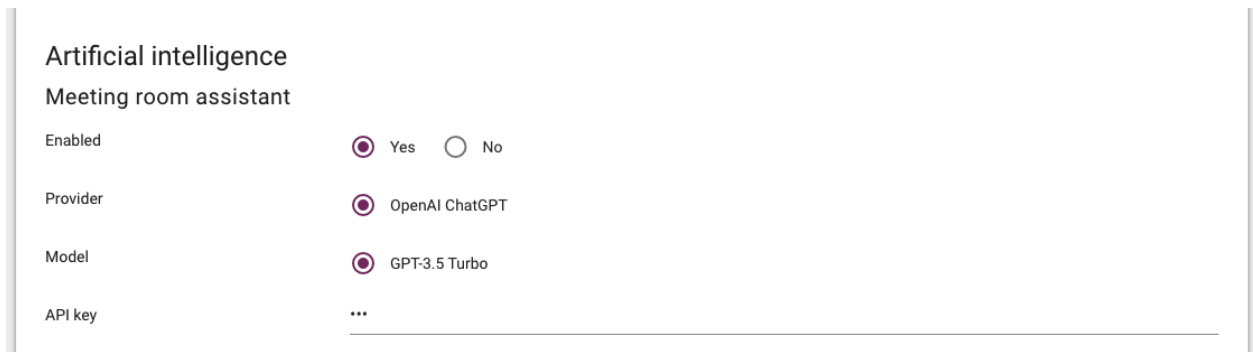
Account managers can configure the use of the AI assistant through the Account Settings and the Meeting Permissions.



Please note: these settings are only available if the AI assistant has been made available by the system admins of that particular white-label instance.

System Settings

System admins must enable the AI assistant in the “Meeting Room” section of the white label system configuration. This feature is disabled by default.



System admins need to create an API key with OpenAI:

<https://platform.openai.com/account/api-keys>

← → ↻ platform.openai.com/account/api-keys

Overview Documentation API reference Examples Playground

ORGANIZATION
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API keys

API keys

Your secret API keys are listed below. Please note that we do not display your secret API keys again after you generate them.

Do not share your API key with others, or expose it in the browser or other client-side code. In order to protect the security of your account, OpenAI may also automatically rotate any API key that we've found has leaked publicly.

NAME	KEY	CREATED	LAST USED
LOCALHOST DEV			23
App Translator			23

+ Create new secret key

Create new secret key

Name Optional

Cancel Create secret key

Default organization

If you belong to multiple organizations, you can select a default organization to use when making requests with the API keys above.

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Note: You can also specify which organization to use for each API request. See Authentication to learn more.