

ABSTRACT

[Problem] To provide a meeting assistance system capable of imparting bidirectionality and a sense of unity to a meeting. [Solution] A meeting assistance system includes: a presentation document storage unit 3 that stores a presentation document; an authority imparting unit 5 that grants document manipulation rights to a participant; a document sharing unit 7 for sharing the presentation document with participants; and a presentation document updating unit 9 that, on the basis of a manipulation from one or more authorized participants to which document manipulation rights have been granted, manipulates and updates the presentation document stored in the presentation document storage unit 3. When the document sharing unit 7 is sharing a first presentation document with a plurality of participants, if one or more authorized participants manipulates the first presentation document, the updated first presentation document is shared in real time with the plurality of participants.