

Hello, Mr. Maloney:

My name is Abdallah Sher – I'm a senior here at UK, and my group (cc'd here) has been assigned your Metadata Generator project in CS 499. We're all very excited to work with you! This project was our top choice, as we have a strong interest in academia and experience with NIH funded projects. Working on this project is both a professional honor and an exciting opportunity for us to contribute to the research community.

A brief introduction of each of us as well as our dynamic as a team:

- **Caleb Fields** is a senior majoring in Computer Science with a focus on data science. He has extensive experience with data organization, storage, and processing.
- **Ben Handshoe** is a senior majoring in Computer Science and Mathematics with an interest in machine learning and strong analytical skills. He also has experience working with NIH datasets in a research setting.
- **Calvin Higdon** is a senior majoring in Computer Science and Philosophy and has extensive experience programming user-friendly UI. He has a specific interest in modularity of design.
- **Abdallah Sher** is a senior majoring in Computer Science and Neuroscience and has extensive experience with bioinformatics research. He has an interest in developing analytical tools and methods for scientists.

The four of us have worked previously on major projects, including the development of a video game over the course of multiple years. We are very familiar with how to efficiently organize ourselves and what each of our strengths and weaknesses are.

We are ready to jump right into discussing logistics with you and can begin work immediately afterwards. We have a few major questions we'd like to discuss before or during our first meeting:

- Is there any material or information which we should familiarize ourselves with prior to the first meeting which was not included in the initial project information?
- Do you have a preference regarding which programming language or framework we use? If not, what kinds of machines/operating systems do you expect users will run it on? (e.g. Windows/Linux servers, workstations, personal computers)
- We will be organizing our files using a GitHub repository – do you have another method or particular file structure which you prefer? We could use the repository as our own personal codebase and upload completed work to a secondary location, or we could add you directly to the repository so that you can see changes as they happen.
- Is e-mail your preferred method of communication, and if not, what would you prefer to use?

We would love to meet with you soon to get to know you and the project better as well as discuss the above questions and how we should begin. Our team has a moderate preference for doing a zoom call, but if you'd like to meet in person, we can be flexible. Our availability is as follows:

Monday

*3:15pm – 5:00pm*

Tuesday & Thursday

*1:00pm – 1:30pm*

Unfortunately, due to the nature of our class schedules, this availability is a bit restrictive, but any time within those hours would work for all of us. If those times are not possible for you, we would be happy to discuss alternative solutions.

In terms of getting in touch with us throughout the course of this semester, you can email any one of us at the e-mail addresses below, and we will respond within a single business day.

- Caleb Fields: [caleb.fields@uky.edu](mailto:caleb.fields@uky.edu)
- Ben Handshoe: [benjamin.handshoe936@uky.edu](mailto:benjamin.handshoe936@uky.edu)
- Calvin Higdon: [calvin.higdon@uky.edu](mailto:calvin.higdon@uky.edu)
- Abdallah Sher: [abdallah.sher@uky.edu](mailto:abdallah.sher@uky.edu)

We look forward to working with you this semester and hope to hear from you soon!

Respectfully,

Caleb Fields   Calvin Higdon   Ben Handshoe   Abdallah Sher