Meeting Time:19/08/24 8.00 pm

Location: Online

**Attendees:**

- Gnaneshwar Reddy Bana 23832048

- Kanishk Kanishk 23959947

- Pedro Wang 23870387

- Sarath Pathari 22941307

- Yuxin Gu 23743373

- Yuanfu Cao 23633858

Today's meeting primarily focused on how the team would allocate tasks and complete the first project deliverable document. The team first reviewed their progress so far, including showcasing the prototype and discussing the next steps for the project. They decided that the initial deliverable would include a CLI program, followed by the gradual addition of a GUI interface and image distortion features. The team discussed whether to adopt the existing document structure or follow Tinting's suggestions, ultimately deciding to work around seven key sections: project background, deliverables, project plan, prototype, technology stack, STRIDE analysis, and a Gantt chart.

Team members assigned different tasks based on their interests, ensuring that each section had someone responsible for it. For example, some members took charge of the project background and objectives, while others handled the deliverables and project plan. Although the team aimed to complete the document by Friday, they considered applying for an extension to allow more time for reviewing other teams' deliverables and making necessary adjustments.

Additionally, the team planned to schedule a meeting with the client on Friday or Saturday to get the document reviewed and approved. Before that, they would focus on completing the assigned tasks and creating a GitHub repository to consolidate all the work. The team agreed to finish the document first before moving on to further development and optimization