

## **Week 4 Meeting Minutes**

- We discussed and finalised all the project goals, scope, deliverables and expected outcomes.
- Different designs choices were discussed.
- Each team member researched and presented their choice of AI models and Machine Learning Techniques and a table was drafted.
- The designs, algorithms and proposed features were checked with each other to ensure all of them were unique and there was no repetition.
- The table was presented to the tutor for feedback
- Each team member shared about their ideas to fix and finalise their designs and set of unique features to clearly differentiate each design.
- Team work split and how to convert the designs into FIGMA prototypes were discussed
- Project Management plan and design methodologies were also discussed and agreed upon.
- Each team member shared about what they had learnt about their individual learning issue.