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| **Group meeting 1 – March 7** |
| **Time: 15:00 – 16:00** |
| **Content:**  We introduced with each other, and had a small game called “I Draw, You Guess” in order to cultivate our relationship since this was the first time to get together for working on a project. After the game, we filled out the form that shows our strengths, skills, and etc. Finally, we set up our group meeting time that is in every Sunday afternoon. |

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| **Group meeting 1 – March 14** |
| **Time: 15:00 – 16:30** |
| **Content:**  We discussed how do we conduct the group project. We basically followed the design thinking framework that introduced in this course materials. At first, we planned to do the empathies process. There are three aspects: **a)** review the needs and expectation of GPT3;  **b)** understand the environment, context and requirement of GPT3; **c)** review the key social, ethical and legal concerns around GTP3.  For the a and c point, what we decided to do is generating POV statement, using the following format: **GPT3 stakeholders**… **needs/should**…**because**…  For the b point, we mainly decided to find out the purpose the GPT3, the working conditions of GPT3.  In the end we assigned each point to team members:  **Task1: for a and c point, come up with POV statements**  Yuxuan Yang, Zixian Huang, Fengqing Wu, Ming Xu  **Task2: for b point, write a brief introduction of GTP3**  Xufeng Zhu |