

# Minutes of Meeting

## Meeting - 4

Total Attendees	5 - ( Divyansh , Rahul , Harshit , Ayush , Patenti Client (Ms. Amrutha Moorthy ))
Date of Meeting	18th February 2024
Time of Meeting	5:00 PM - 5:55 PM
Team Number	14
Project Name	Bard Integrated HTML/CSS based Chatbot

## Agendas of Meeting:

- Share weekly progress with the client.
- Discuss about possible deprecation of Bard API after Google's switch to Gemini Chatbot.
- Discuss about the UI design of the chatbot created in the current week.
- Discuss about SRS document, project deadlines and modifications to project plan.

## Decisions taken :

### 1. Preference for Bard LLM:

- Client's first preference is Bard LLM due to its suitability and cost-effectiveness.
- Other LLMs require additional costs which are currently not feasible for the company.

### 2. Evaluation of LLM Options:

- A thorough evaluation of LLM options will be conducted to determine the best fit for the organization.
- This evaluation will include reviewing LLM reviews and considering options from both cost and organizational perspectives.

### **3. Presentation of Cost Options:**

- Cost options, including both free credit-based LLMs and priced APIs, will be presented to the client.
- Options will be presented with consideration for organizational needs and financial feasibility.

### **4. Proof of Concept Demonstration:**

- The demonstration will focus on providing a proof of concept, with heavy utility not expected from the chatbot.

### **5. Scoping in Chatbot:**

- Exploration of possibilities for scoping in the chatbot to pre-defined questions will be conducted.
- Consideration will be given to transitioning from an open-ended approach to a scoped-in approach with minimalistic steps.

### **6. Research on LLMs:**

- Both parties will conduct research on LLMs to inform decision-making.

### **7. AWS Deployment and Testing:**

- Discussion on AWS deployment and creating a deployment pipeline from GitHub repository to replicate localhost functionalities on an EC2 instance.
- Exploration of boundary cases for testing purposes, including both positive and negative test cases.

## **Information conveyed :**

### **1. Client Preferences and Requirements:**

- Client's preference for Bard LLM due to its suitability and cost-effectiveness.
- Need for evaluation of LLM options, presentation of cost options, and exploration of scoping in the chatbot.

### **2. Demonstrations and Reviews:**

- Demonstration of Front-End and tying it to Django framework.
- Presentation of SRS use cases for client review before committing to course repository.
- Client's insights on AWS deployment, creating a deployment pipeline, and exploring boundary cases for testing.

### **3. Collaborative Efforts:**

- Client and team will conduct research on LLMs.
- Collaboration on testing boundary cases and generating both positive and negative test cases.

### **4. Flexibility in Approach:**

- Client's lack of demands regarding releases and preference to avoid scoping in for now, as it depends on future requirements.

## **Tasks assigned :**

### **Evaluation of LLM Options:**

- Assigned to team members: Conduct research on various LLM options and compile a comparative analysis report.

### **Presentation Preparation:**

- Assigned to team lead: Prepare a presentation outlining cost options, organizational perspectives, and recommendations for LLM selection.

### **Testing:**

- Conduct testing of potential boundary cases.

## **Meeting Notes:**

- Client's first preference is Bard, other LLM's require cost to the company which is not yet feasible.
- Evaluate LLM review to see what suits the organization best.
- Asked to present cost options and options from an organization point of view in the upcoming weeks amongst available options between Free credit

based LLM's and priced API's.

- Demonstration to be proof of concept so heavy utility not expected from the chatbot.
- Stressed on free Gemini API with a bottleneck of 60 queries per minute. Client has no problems with this bottleneck.
- Demonstrated the working of Front-End, and demonstration of tying the front end to Django framework.
- Client asked possibilities of Scoping in chatbot to pre-defined questions and possibilities of changing from open ended to scoped-in approach with minimalistic steps.
- Client asked to conduct research on LLM's, they will also do the same from their side.
- Showed the SRS use cases to the client for review before committing to course repository.
- Client has no demands regarding releases. Asked to avoid scoping-in as of now since it depends on the client's requirements.
- Client shared insights about AWS deployment and how to create a deployment pipeline from GitHub repository to replicate localhost functionalities on an EC2 instance.
- Client discussed about boundary cases for testing purpose which have to be explored and both positive and negative testcases generated. Testcases required to pass and required to fail both are required.
- Possible edge cases - "Bard is down", "Random input file to Bard, how does it respond", "404 errors generated, how to manage", "Bard couldn't get a proper response, how to proceed?".

