

From: Meeting Summary with AI Companion no-reply@zoom.us
Subject: [EXTERNAL] Meeting Summary for Richard Hoehn's Personal Meeting Room
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To: rhoehn@mtmail.mtsu.edu



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Meeting summary for Richard Hoehn's Personal Meeting Room (02/25/2025)

Quick recap

Richard discussed his intentions to work on the project over the weekend and his uncertainty about whether Dr. Wallen had reviewed the correct version. The team also focused on the requirements for their project, debating the number of visualizations needed and the need to download and rename a document. Lastly, they discussed their progress on a coding exercise, with Richard agreeing to work on a bad visualization and Hector showcasing a complex graph he had created.

Next steps

- Richard to work on bad visualizations for the report.
- All team members to complete their individual coding work on visualizations by 10 PM the following day.
- Richard to download, rename, and upload the Word document and PDF of the report to the repository.
- Richard to submit the final report, including AI-generated collaboration summaries, by 10 PM the following day.
- All team members to finalize their contributions to the report by 10 PM the following day.

Summary

Uncertainty and Weekend Project Plans Discussed

Richard expressed his intention to work on the project over the weekend, with Karson planning to complete his tasks that night and early the next morning. Richard also mentioned that he had not received a response from Dr. Wallen regarding an email he had sent, which he felt was strong. There was a discussion about the structure of their work, with Richard expressing uncertainty about whether Dr. Wallen had actually reviewed the correct version.

Visualization Project Requirements and Creation

Richard, Karson, and Isaiah discussed the requirements for their project, focusing on the creation of visualizations. They debated whether they needed to create 16 visualizations

creation of visualizations. They debated whether they needed to create 16 visualizations in total, with each having a paragraph in the report, or if they should just discuss a few. They also discussed the need to download and rename a document for their project. The team agreed to decide which visualizations to highlight in the report, implying that they would not create 16 in total. They planned to continue working on the project, with Richard intending to work on it further the next day.

Coding Exercise Progress and Submission

The team discussed their progress on a coding exercise, focusing on both good and bad visualizations. Richard agreed to work on a bad visualization, while Hector showcased a complex graph he had created. The team also discussed the submission of their work, with Richard offering to handle the submission process. They agreed to aim for a submission by 10 PM the following day.

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