- **Date:** 2025-05-28
- **Time:** 11:30 PM–12:00 PM
- **Location/Platform:** Online(Zoom)
- **Attendees:**
    - Sangmoon Han
    - Soyeon Park
    - Yu-Tse Ling (Zona)
    - Man-Hua Chu (Kate)
    - Po-Yun Hsiao (Harold)

Agenda:

- Review the slides for the final presentation
- Rehearse the presentation and adjust based on peer feedback

Discussion Points & Notes:

- Verified the reasoning for out-of-scope features and explained more clearly why we decided not to develop the features.
- Make sure the content of the slides aligns with the wiki documentation.
- Shorten the speech to a strict 10 minutes only, and emphasize the critical parts in detail.
- Prepare for questions that the mentors will possibly ask.

Action Items:

- Resolve the problems reflected by the client - **Assigned to:** Soyeon – **Due by:** 30/5
- Document the Cyber Security Considerations and Update README file - **Assigned to:** Kate – **Due by:** 29/5
- Prepare for the final presentation and Editting demo video - **Assigned to:** Harold – **Due by:** 29/5
- Prepare for the final presentation and finish documenting the sprint review and retrospective - **Assigned to:** Zona – **Due by:** 29/5
- Finalise the task board across all sprints - **Assigned to:** Sangmoon – **Due by:** 29/5
- **Next Meeting:** 4/6 2:30 PM–3:00 PM