

Minutes of Meeting (MoM)

Date: 20 April, 2025

Attendees:

- Arshiya Noreen
- Kushal Mangla
- Sanyam Agrawal
- Shreyas Deb
- Vishak Kashyap K
- Client (Co-Founder and CTO of uExcelerate)

Agenda

- Discussion on upcoming R2 presentation
- Update on module progress tracking
- Feedback on recommendation engine

Discussion Points

1. Upcoming R2 Presentation

- The team presented the tentative structure and key highlights for the upcoming R2 presentation.
- The client shared valuable feedback on refining the narrative flow, with a focus on better alignment with business objectives and stakeholder expectations.

2. Module Progress Tracking

- A detailed module-wise development progress update was presented by the team.
- The client appreciated the clarity and organization of the tracking mechanism and stressed the importance of maintaining transparency and coherence for all stakeholders.

3. Recommendation Engine Feedback

- The team showcased the current implementation of the recommendation engine.
- Two core techniques were highlighted:
 - **Popularity-Based Content Filtering**

- **Collaborative Filtering**
- The client encouraged further personalization through:
 - Exploring hybrid recommendation approaches
 - Incorporating user engagement metrics (e.g., time spent, click-through rates)
 - Considering contextual recommendations in future iterations

Action Items

- **Team:** Refine the R2 presentation flow based on client feedback.
- **Team:** Evaluate the feasibility and potential impact of hybrid recommendation strategies.

Next Steps:

Follow-up discussions to be scheduled post-R2 presentation for deeper dives into user engagement insights and future enhancements to the recommendation engine.