KICKOFF MEETING AGENDA

**PROJECT NAME:**Intelligent Customer Help Desk With Smart Document Understanding

**Kickoff Date:**06/05/2020

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| TOPIC | Description |
| Project Summary | To build a chatbot application that can perform the operations of the role of a help desk manager. |
| Project Requirements | Secure Workspace  IBM cloud environment  List of questions to be added to the chatbot |
| Functional Requirements | Voice system for the chatbot ot communicate  Database for processing the questions |
| Technical Requirements | IBM cloud for deployment and management of the system |
| Software Requirements | IBM cloud (compute and storage)  Python |
| Project Deliverables | An answering chatbot help desk system responding to customer's questions |
| Project Team | Project Manager  Project developer |
| Project Schedules | To be deployed in less than 30 days. |