**Mentor / Client Meeting**

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| **Client/Project:** | **Raymond Lutui - Network Performance Evaluation on Linux Based Operating Systems** | |
| **Purpose:** | **Meeting with Mentor/ Client for Project Progress Update** | |
| **Meeting called by:** | Thomas Robinson | |
| **Location: WZ1101** | **Date: 01/05/2025** | **Time:** 1 pm – 2:00 pm |
| **QA:** | **Version: 1.0** | **Minutes Reviewed By: Thomas** |

**Meeting Attendees**

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| **Attendees** | |
| *Names* | *Representing* |
| Thomas Hugh Robinson | Team Leader |
| Nathan Quai Hoi | Team Member |
| Win Phyo | Team Member |
| Zafar Azad | Team Member |
| Larissa Goh | Team Member |
| Charmi Patel | Team Member |
| Kylie Afable | Team Member |
| Daniel Vaipulu | Team Member |
| Raymond Lutui | Client |
| **Absent** | |
| *Names* | *Representing* |
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**MINUTES DETAILS**

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| Minutes prepared by: Win Phyo | Minutes circulation to: All Team members |

**Agenda**

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| **#** | **Agenda Item Description** | **Owner** | **Time Allotted** |
|  | Roll call of attendees | Thomas | 2 minutes |
|  | Review of Open Items (Proposal progress) | Thomas | 5 minutes |
|  | Rate issues and/or concerns | Thomas | 15 minutes |
|  | Discussion of any important topics brought to attention | Thomas | 15 minutes |
|  | Discussion of any indirectly relevant (“parked”) items | Thomas | 5 minutes |
|  | List of actions items from meeting | Thomas | 2 minutes |

**Open Action Items/Action Items from the Previous Meeting**

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| **#** | **Action Item Description** | **Owner** | **Expected Completion Date** |
|  |  |  |  |

**Discussion and Decisions**

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| **#** | **Discussion and Decisions** |
|  | **Proposal Document Changes:**  Just the comments that require some changes.  *Missing Technical Deliverables from Proposal*  Phase 1 – Describe what you are doing in terms of technical (Providing Test Cases)  Defined in Phase 1 on what we will do. |
|  | **Functional requirement:**  Finding the Optimal value first.  Sync all computers of the clock – to ensure that it can be evaluation.  Line Graph – Excel Sheets |
|  | **Evaluation**:  Use the Managed switch to assign IP addresses.  Doesn’t matter to set up IPv4 and IPv6 at the same time.  Finding the optimal value first, try 50,000 packet rates on TCP first.  **Graphing:**  Each graph will have all the packet sizes.  Just the receiver logs for the Evaluation.  Evaluate it just one way. |
|  | Mid project Progress review – just telling what changes we made for proposal. |

**Summary of Action Items**

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| **#** | **Action Item Description** | **Owner** | **Expected Completion Date** |
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**Next Client/ Mentor Meeting**

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| **Date: TBA** | | **Time: TBA** |
| *Discussion points for the next meeting:* | | |
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| *Action Items to be discussed in the next meeting:* | | |
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