**Face-To-Face Student/Supervisor Meeting Record**

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| **Project Title:** | Design and Implementation of a Multi-core Processor using FPGA | **Photo:** |  |
| **Student Name:** | Matteo Bovino | **Student ID:** | 8671055 |
| **Supervisor:** | Dr Server Kasap | **Student UID:** |  |
| **Supervisor UID:** |  | **Department:** | AAEEE |
| **Course Code:** | Electrical and Electronic Engineering | **Module Code:** | 306AAE |
| **Date Today:** | 16/04/2021 | **Time:** | 03:30 PM |

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| **Current Progress and Issues:** | |
| *Since the module guide containing all the information relative to the dissertation and the presentation was updated, the supervisor decided to highlight the new key points that I should pay attention to while writing the report. The structure and content of the dissertation were explained clearly with the help of the word documents present in the Moodle page. The other submissions relative to the presentation and practical work were also discussed, stating all the information that was expected to be covered in these documents. The updated deadlines were also shared on the Moodle page, giving the final dates available for all three submissions.* | |
| **Agreed Key Action Points:** | |
| *After showcasing my initial draft, the supervisor advised me to hasten in the document write-up task. I now have to start preparing the presentation slides while also updating the Github repository with the completed practical work. Given the tight timeline, we both agreed to schedule an extra meeting before the deadline, since the weekly meeting would fall exactly on the day of the presentation. In this meeting, I plan on sharing a finalised report and to also show the slides content of the presentation. As advised, I will conduct multiple mock presentations ahead of the deadline in order to ensure that no connectivity issues or technical difficulties arise during the actual presentation.* | |
| **Date and Time of next meeting:** | To be scheduled. |

*Signatures of those present:*

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| **Supervisor:** |  |
| **Student: Matteo Bovino** |  |