

## AI Project

Meeting started: Dec 29, 2024, 16:59:52 PM

Meeting duration: 83 minutes

Meeting participants: Agita Ferstere, Diāna Koržaviha, Natalja Krjučkova, Sergejs Kopils

### Quick summary

The meeting participants discussed the upcoming presentation, focusing on the project's technical aspects, coordination, and the use of video for the presentation. They debated the use of different tools and templates for the presentation, emphasizing the need for a clear explanation of their project's relevance and advantages over existing solutions.

#### 1. Presentation Preparation:

- The team discussed the structure and content of the presentation, and the possibility of making video presentations.

#### 2. Project Management:

- Coordination and delegation of tasks were discussed, with a focus on ensuring all parts of the project are completed on time.

#### 3. Next Steps:

- The team planned to finalize their presentation content by the end of the week and meet again on the 4<sup>th</sup> of January 2025 to review and finalize the video presentation.

### Action Items:

#### 1. Content Creation:

- Each team member to write their section of the presentation text by the end of the week.

#### 2. Video Presentation:

- Prepare and finalize the video presentation by the 4th of January.

#### 3. Technical Adjustments:

- Ensure all technical components, such as code and visualizations, are updated and ready for the presentation.