Agenda for meeting on 24-09-2024

Project: 3-1
Date: 24-09
Group number: 11
Group members: Nuria Arqués León, Sashank Chapala, Menno Eyckens, Filip Polakowski-Karol, Fred Schmitz, Jasmijn Steger
Chair: Nuria Arqués Leon
Secretary: Fred Schmitz

1. Opening at 12:25
2. **Minutes** last meeting
   a. Corrections/feedback from the group (e.g. if someone was present, but was marked absent)
      - Not applicable
   b. Corrections/feedback from the tutor *(remark: you do not need to fill this section out, reserve 1 minute for that)*
3. State of the project
   a. Completed tasks/milestones since last project meeting
      - The project plan has been started: stating the motivation and the impact it will have. Further, the main objectives are becoming clearer as well as the requirements.
      - Research regarding existing pre-trained LLM, content-specific datasets, 3D visualization tools, and similar projects.
4. Planning
   a. Open tasks until **next project meeting** (Who is going to do what?)
      - Narrow the scope of all the research done so far and start deciding which options we will implement in our project.
      - Have a clearer idea (or set of ideas) of the final product, in terms of user interface, that we will give to our customers.
      - Keep working on the project plan: improving the *Excellence* and *Impact* sections while starting to organize the *Implementation* one (work plan, milestones, and deliverables).
   b. Planning of the complete phase (Are there any adjustments? Are you on track?)
      - On track, still analyzing all the possible options.
5. Any other business
   a. From group
   b. From tutor *(remark: you do not need to fill this section out, reserve 3 minutes for that)*
6. Chair/Secretary for the next meeting
   Chair: Filip Polakowski-Karol
   Secretary: Menno Eyckens
7. Closing at 12:40