

# MEETING MINUTES

## Project Summary

Meeting Number	10
Date and Time	12/12/ 25
Project Name	Network Traffic Profiler Dashboard
Attendees	Timothy Birtles, Sophia Krasowski, Tomiris Ashim, Amelia Lee

Key Discussion Topics	Discussion Points
Presentation corrections	<ul style="list-style-type: none"><li>Full live demo by all members would be difficult to edit and visually confusing.</li><li>Tomiris will showcase the general demo overview, and other team members explain their specific components later.</li></ul>
Video Submission	<ul style="list-style-type: none"><li>Amelia will handle editing for consistency.</li><li>Video quality should be HD where possible.</li></ul>
Final Deliverables (Semester 1)	<ul style="list-style-type: none"><li>Remaining items: video, reflection, AI declaration, source code ZIP.</li><li>Trello board needs a final snapshot for Semester 1.</li><li>Backlog should be renamed to distinguish Semester 1 from Semester 2 on Trello.</li></ul>
ACTION ITEMS	
Setup AI usage document by Sunday.	
Record and send video clips for video presentation.	
Upload final trello snapshot to github.	
Follow up with Tomek about licensing.	