MEETING MINUTES

Project Summary

Meeting Number	4
Date and Time	02/02/2026 12.40
Project Name	Network Traffic Profiler Dashboard
Attendees	Timothy Birtles, Sophia Krasowski, Tomiris Ashim, Amelia Lee, Fatma

Key Discussion Topics	Discussion Points
Important action points	- Watch semester 2 week 1 briefing video by JJChin - Review user acceptance test description and template document - Read carefully the final submission threshold criteria document
Client Handbook	Would be clarified through JJChin
Contribution in GIT	Divided by approximately 25% per team member
ACTION ITEMS	
Have a meeting with client	