

MEETING MINUTES

MEETING NUMBER: Initial Meeting

Date: 30 /10/ 25

Agenda Item	Discussion Points	Action Items
TO TAKE NOTE	<ul style="list-style-type: none">- Some data (pickup files) will be provided and some we would need to acquire ourselves- Some website defines bots quite well (eg.Facebook &TikTok)- Find website that is bot friendly*- In project guidelines: 'flow' & ' features' are 2 different things, pay more attention to 'features'- Program used is up to us- Recommended: Python, linux, wireshark- Don't have to build a bot	
NEXT STEPS		STEP 1: Capture more Data from Pick up file STEP 2: Abstract features STEP 3: Choose the right ML to use to identify user activity (analysis) (eg. Activity on youtube)
TO CONSIDER		<ol style="list-style-type: none">1. What features store / abstract from pickup files to use2. Check on AWS & Microsoft Azure (\$100 student funds)
OVERVIEW	<ul style="list-style-type: none">- Focus only on the detection system- Just a prototype not expect to be fully functioning	

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	<ul style="list-style-type: none"> - Don't have to build a bot <p><u>Dashboard:</u></p> <ul style="list-style-type: none"> - Showcase types of user activity - Not too many graphs - On a Local Website (if we want to host it , let him know) <p>(Examples: MITG: looks into user activity over time)</p>	



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TEMPLATE.NET

Meeting Minutes

Date and Time: October 10, 2050, 2:00 PM - 3:00 PM

Location: Conference Room A, [Your Company Name] Headquarters

Attendees

- John Johnson - Project Manager
- Jane Smith - Lead Developer
- Bob Johnson - UX Designer
- Alice Brown - QA Analyst
- Michael Lee - Marketing Director

Absentee

- Emma Davis - Financial Analyst

Agenda

1. Project Status Update
2. Timeline Review
3. New Feature Discussion
4. Q&A Session

Meeting Notes

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Project Status Update	<ul style="list-style-type: none">• John provided a status update on the current project phase.• Completed tasks and outstanding issues were discussed.	<ul style="list-style-type: none">• John to circulate the updated project report by October 12, 2050.
Timeline Review	<ul style="list-style-type: none">• Jane reviewed the project timeline and noted the milestones.• Identified potential	<ul style="list-style-type: none">• Jane to adjust the project timeline and distribute it by October 13, 2050.