

Date	25/11/2021
Time	3:30pm – 4pm

Meeting Notes

*Whilst I did aim to complete the 2nd task by the given deadline, I found myself unable to do so. This is because I was unable to fully understand the language within the given timeframe. I aim to complete this task over the holidays.

1. This meeting was important as it allowed me to define my deadlines/ objectives to complete before and during the holidays. I was able to show Jason my progress regarding research and showed my success in reaching my April 2021 deadline. He seemed happy with my results.
 - From this however I have again expressed the necessity to drastically reduce my scope of deadlines for the next meeting due to other deadlines.
 - This has been approved by Jason and as a result the aim is to understand D3 before the Christmas holidays by attempting to create various simple visuals such as a bar and pie chart displaying simple information.

UPDATE 8th DECEMBER

Due to Jason's other students, including myself, feeling the pressure of other deadlines we have decided to cancel our 9th December meeting to provide more time for myself. The deadlines have been updated in red below, the aim is to complete all research and further my D3 visuals during the holidays.

Meeting Summary

This meeting was to update Jason on my progress as well as to ask him to drastically reduce my scope for the time being to allow time to complete other deadlines. These deadlines have been updated to expand over the holidays and have been agreed upon.

Task Completed (Since Last Meeting)

Tasks listed here completed and reviewed as satisfactory

Task Name and Description	Date	Completed?
Update table of attacks up to April 2021	25/11/2021	Yes
Look at D3 and create a basic timeline with about 10 attacks	25/11/2021	No*
Begin initial analysis on attacks	25/11/2021	Yes

Task(s) to be Completed (For next meeting)

Tasks listed to be completed and reviewer assigned

Task Name and Description	Date
Attempt to create a Bar or Pie chart in D3 to support analysis	09/12/2021
Complete research on all ransomware attacks till 31 st August 2021	February 2022
Perform analysis on my results and complete basic D3 visuals.	February 2022