|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | |  | | --- | | **Meeting summary for The Digital Forge Lab (08/30/2024)** | | | |  |  | |  | | |  |  | |  |  | |  | | |  |  | | Data for students, contacts, events, etc. | | |  | | |  | | |  | | |  |  | | He also mentioned the potential for interacting with the database via email or text and the importance of capturing key information such as first and last names to avoid duplicates. | | |  |  | | **Database Interface Development With AI** | | | Jiawei suggested using AI to generate queries for non-technical users. | | |  |  | | **Database Design for Student Tracking** | | | The team discussed the focus of their project, which is primarily **centered around students.** They also considered the need **to track other individuals such as contacts, professors, employers, and industry representatives**. The team decided to create multiple tables in a database for efficient data management, with a focus on capturing key information such as **personal details, courses taken, and interactions**. They also recognized the importance of **tracking events, including seminars, workshops, and field trips**. **The team agreed to include a table for recurring grant information and emphasized the importance of capturing city and country data.** | | |  |  | | **Alumni Tracking Spreadsheet and Platform** | | | Andres, Jiawei, and Matthew discussed the creation of a comprehensive spreadsheet to track various data related to **their alumni and past interactions. The team also discussed the need for a text field to record notes of conversations and the desire to have a well-organized platform to ask questions and get answers for decision support.** | | |  |  | | **Contact Interaction Tracking System Proposal** | | | Matthew proposed a system for tracking interactions with contacts, including the date of the interaction, the type of interaction, and notes associated with it | | |  |  | | **Data Collection and Database Discussion** | | | Matthew's dedicated web host being a potential option. | | | | |