

**TPT3101 Final Year Project (FYP1) Meeting Log
Trimester 1, 2022/23 (Trimester ID:2210)**

Meeting Date: 8 DEC 2022	Meeting No.: 3
Meeting Mode: Online	
Project ID:	Project Type: Research-based
Project Title : Time Series Based Text Summarization	
Student ID : 1181203334	Student Name: Mak Yen Wei
Student Programme and Specialisation: Bachelor In Computer Science, Specialized in Data Science	
Supervisor Name: Dr Goh Hui Ngo .	Co-Supervisor Name: (if applicable)
Collaborating Company: (if applicable)	Company Supervisor Name: (if applicable)

1. WORK DONE

[Please write the details of the work done, after the last meeting]

Tasks: Problem Formulation and Project Planning / Background Study or Literature Review / Requirement Analysis or Theoretical Framework / Design or Research Methodology / Prototype Development or Proof of Concept / Draft Report Completion

(Please strike out the tasks, which are not applicable)

Details (in point form):

- Framework designing and optimization
- More detailed discuss on expected outputs, and project scope
- 10 papers related to FAQ generation and text summarization have been read.

2. WORK TO BE DONE

[Please write the details of the work to be done, before the next meeting]

Tasks: Problem Formulation and Project Planning / Background Study or Literature Review / Requirement Analysis or Theoretical Framework / Design or Research Methodology / Prototype Development or Proof of Concept/ Draft Report Completion

(Please strike out the tasks, which are not applicable)

Details (in point form):

- Reconfirming framework design
- Starting to implement framework
- Database service and backend service must be done
- Preprocessing of the data must be done and observed

3. PROBLEMS ENCOUNTERED AND SOLUTIONS

[Please write the details of the problems encountered, after the last meeting and provide the solutions / plan for the solutions]

- To come up with a framework, it's challenging as we need to take care of all aspects of the system and user experience, more literature review needs to take place to broaden the idea.

4. COMMENTS (Supervisor / Co-Supervisor / Company Supervisor)

Check the stopwords list as it might give strong impact to the proposed algo.

...hngoh.....
Supervisor's Signature

..........
Student's Signature

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Co-Supervisor's Signature
(if applicable)

.....
Company Supervisor's Signature
(if applicable)

IMPORTANT NOTES TO STUDENTS:

1. Items 1 – 3 are to be completed by the students prior to the meeting. Item 4 is to be completed by the supervisor / co-supervisor / company supervisor.
2. Student has to upload the soft copies of the meeting logs in Google Classroom and also attach them along with interim (FYP1) report.
Minimum requirement is SIX Meeting Logs (Period: Week 4 to Week 14). Students can have fortnightly meetings with the supervisor.
3. Log sheets provide the basis for evaluating the General Effort (Project Management, Attitude, and Technical Competency) of the student, by the supervisor and also for checking the attendance requirement of the student, by the FYP Committee.

This also provide the student with feedback from the supervisor / co-supervisor / company supervisor on the tasks done and provide the plan for the upcoming tasks. This can provide the motivation for the student to give consistent and efficient effort throughout the period of FYP.

4. Student who fails to meet the minimum requirement (six nos.) of log sheets will not be allowed to submit FYP report.