CLIENT MEETING REPORT-1

Objective: Understand the client's vision, target users, and high-level features for the chatbot.

Questions and Client's Answers:

1. **What is the primary purpose of the chatbot?**
   Client's Answer: The chatbot will provide users with insights based on images they upload, primarily for educational and e-commerce use cases.

2. **Who is the target audience for this chatbot?**
   Client's Answer: Our target users include students, educators, and online shoppers looking for image-based recommendations.

3. **What types of images will the chatbot be analysing?**
   Client's Answer: It will analyse educational content like diagrams and charts, along with product images for e-commerce.

4. **Do you have specific use cases in mind (e.g., e-commerce, healthcare)?**
   Client's Answer: Yes, we are focusing on education (study guides) and e-commerce (product identification).

5. **What are the key functionalities you want the chatbot to have?**
   Client's Answer: It should analyse images and provide relevant text-based responses. Additionally, it should recommend related resources or products based on the images.

6. **Should the chatbot support multiple languages?**
   Client's Answer: Initially, English will suffice, but we would like to explore adding more languages in the future.

7. **How do you envision the user interface to look and feel?**
   Client's Answer: A clean, minimal interface with a focus on simplicity. We want the chatbot to be easy to navigate with large, clear buttons for uploading images.

8. **What existing systems or databases will the chatbot need to integrate with?**
   Client's Answer: The chatbot will need to integrate with our existing educational content database and product catalogue for e-commerce.

9. **What performance metrics will be most important to you?**
   Client's Answer: Accuracy in image recognition, response time, and user satisfaction will be key metrics.

CLIENT MEETING REPORT-2

Objective: Discuss the core functionality and detailed features the chatbot should have.

Questions and Client's Answers:

1. **How should the chatbot process and interpret images?**
   Client's Answer: It should use AI-powered image recognition to identify objects or text in the image and provide relevant feedback.

2. **Do you want the chatbot to provide textual responses based on image analysis?**
   Client's Answer: Yes, it should offer clear, concise textual responses that interpret the image content, such as descriptions or recommendations.

3. **Will there be any AI-based recommendations or insights based on the images?**
   Client's Answer: Definitely. For e-commerce, it should recommend similar products. For education, it should link to related study materials or topics.

4. **Should the chatbot store the analysed images for future use?**
   Client's Answer: Yes, but only if the user consents. Stored images should be available for review or reuse in future sessions.

5. **How should the chatbot handle user feedback?**
   Client's Answer: Users should be able to rate the accuracy of the responses and provide feedback on any errors or improvements.

6. **What kind of security or privacy measures are required for the images?**
   Client's Answer: All images should be stored securely and encrypted. We also need to ensure user consent before storing any data.

7. **Should the chatbot be able to handle multiple users simultaneously?**
   Client's Answer: Yes, it should support multiple concurrent users without impacting performance.

8. **Do you need real-time or asynchronous interaction for the chatbot?**
   Client's Answer: Real-time interaction is crucial, especially for e-commerce. Users expect instant responses when querying images.

9. **What are the chatbot's boundaries when interacting with users?**
   Client's Answer: It should not make assumptions about sensitive or private data from the images, especially in educational contexts.

CLIENT MEETING REPORT-3

Objective: Understand technical requirements, including backend, integrations, and AI frameworks.

Questions and Client's Answers:

1. **What platforms should the chatbot be available on (web, mobile, etc.)?**
   Client's Answer: Both web and mobile platforms. It should be responsive on all devices.

2. **Do you have a preference for the AI framework or image recognition tool to use?**
   Client's Answer: We're open to suggestions, but we're considering TensorFlow for image recognition.

3. **How will the chatbot interface with your existing infrastructure or databases?**
   Client's Answer: We'll need API integrations with our product catalog and educational resources, with a secure authentication layer.

4. **Should the chatbot be cloud-hosted or run locally?**
   Client's Answer: Cloud-hosted to ensure scalability and easy maintenance.

5. **What are your performance expectations (response time, load handling)?**
   Client's Answer: The response time should be under 2 seconds, and it should handle up to 1,000 concurrent users.

6. **What level of scalability do you expect from the chatbot?**
   Client's Answer: It should be able to scale as the user base grows, potentially handling up to 10,000 daily active users.

7. **Do you want chatbot analytics to track user behaviour?**
   Client's Answer: Yes, we'd like to track metrics such as user engagement, response accuracy, and frequent queries.

8. **Should the chatbot integrate with other applications (e.g., CRM, CMS)?**
   Client's Answer: Yes, integration with our CRM for user management and CMS for managing educational content is necessary.

9. **How should updates and maintenance be handled?**
   Client's Answer: Regular updates with minimal downtime, using a continuous integration/continuous deployment (CI/CD) pipeline.

CLIENT MEETING REPORT-4

Objective: Confirm requirements, discuss future features, and finalize the roadmap.

Questions and Client's Answers:

1. **Are all the requirements and features discussed so far acceptable to you?**
   Client's Answer: Yes, everything seems in line with our expectations.

2. **Are there any features you would like to prioritize or postpone?**
   Client's Answer: We'd like to prioritize real-time image analysis and recommendations. Voice commands can be postponed.

3. **What are your long-term goals for the chatbot?**
   Client's Answer: We want it to be a central tool for image-based recommendations across different industries beyond just education and e-commerce.

4. **Are there any additional use cases or features you foresee adding in the future?**
   Client's Answer: We might explore image-based healthcare advice, such as symptom analysis from medical images.

5. **How would you like the chatbot to evolve post-launch?**
   Client's Answer: We expect to regularly update it with new AI capabilities and expand its use in other industries.

6. **Do you need any training for your staff on how to manage or update the chatbot?**
   Client's Answer: Yes, a detailed training manual or session for our technical team would be helpful.

7. **What kind of testing would you like before the launch?**
   Client's Answer: Thorough beta testing with real users, including stress tests to ensure scalability.

8. **How frequently should updates or new features be released?**
   Client's Answer: Every quarter, with major features rolling out bi-annually.

9. **Do you want to involve users in the testing phase?**
   Client's Answer: Yes, involving key users in beta testing will help improve the final product.

10. **Are there any KPIs you'll track to evaluate the chatbot's success?**
    Client's Answer: User engagement, query response time, and accuracy of image recognition will be our main KPIs.