**Project kick-off meeting with project supervisor Prof Lo**

Date: 13 Jan 20

Meeting agenda: Brief on project timeline across the semester

Items discussed:

1. Project timeline brief
2. Suggestions/feedback

1. Project timeline brief

* Midterm review during week 8 -> to complete feedback and topic analysis (as on project proposal)
* Final presentation on week 14

2. Feedback

* Physical meetup with supervisor Prof Lo on every even week, thurs 10am
* Update on project via email every odd week, Friday