**Meeting Minutes**

**Date:** 16 February 2024

**Location:** Building 6 Level C Meeting Room

**Attendees:** Dr. Richa (Sponsor), Team Members (John, Amal, Deepak, Temitope)

**Introduction**

The meeting was initiated by Dr. Richa who introduced herself. All members also introduced themselves and also talked about their skills and reasons for choosing the project.

**Discussion Points**

1. **Project on GitHub:** Dr. Richa emphasized the importance of having our project on GitHub.
2. **Project Architecture:** The architecture of the project was discussed.
3. **Building Assessment:** The idea of building the assessment in the form of a game was proposed.

**Research Requirement:**

1. The need for a systematic review was highlighted.
2. **Keyword Search:** The use of Google Scholar for keyword search was suggested to ensure that no one else is using the same concept.
3. **Use of Escape Room in Academia:** The potential use of an escape room in academia was discussed.
4. **Software System Architecture:** The software system architecture was discussed.
5. **Literature Review:** The importance of conducting a literature review was emphasized.

**Development Requirement**

1. **Building the Escape Room:** The process of building the escape room was discussed.
2. **Concepts to be Covered:** The concepts that need to be covered in the escape room were discussed.
3. **Demo:** The need for a demo was highlighted.

**Meeting Minutes and Agenda**

Dr. Richa stressed the importance of having meeting minutes and uploading them on the cloud. She also emphasized the need for having an agenda for each meeting.

**Future Meetings**

1. **Team Members Meeting:** Scheduled for every Thursday at 7:30 pm.
2. **Mentor Meeting:** To be scheduled.
3. **Sponsor Meeting:** Scheduled for every Friday at 3:00 pm.

**Action Items**

1. Set up the project on GitHub.
2. Start working on the project architecture.
3. Begin the systematic review and keyword search on Google Scholar.
4. Start developing the escape room.
5. Prepare for the demo.

The meeting was adjourned with the understanding that all members would meet again as per the schedule.