**Minutes of the Meeting**

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| **Title** | 12. Meeting with Sponsor and Mentor |
| **Time & date** | 3:00 pm to 4:00 pm 11/04/2025 |
| **Meeting called by** | 2025-S1-38 (Capstone 11522) |
| **Members present** | Pema Gyamtsho, Thinley Rabgay, Thinley Dema, Ugyen Lhatshok, Zhijia Ren |
| **Minute taker** | Pema Gyamtsho |
| **Type of Meeting** | Meeting offline |

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| ***Task tracker 1. Meeting with Sponsor and Mentor*** | | | |
| **Action Items** | **Person Responsible** | **Deadline** | **Status** |
| Take minutes of the meeting | Pema Gyamtsho | 11/04/2025 | Completed and shared with the teams |
| ***Minutes of the Discussion*** | | | |
| **Agenda** | **Discussions** | | |
| **Update on Data Analysis and Consolidation** | * Data Consolidation   + Currently focusing on RQ1 to have a common ground for other RQ1   + Came up with the broader theme in categorising various themes into common ones.   + Systematic mapping studies:     - It will go into the related works     - We can include as a limitation and mention why they are different from others * Agile-based learning:   + Are they related to software architecture? If they are not related to software architecture, you can exclude in the analysis. Include this in the discussion section.   + The papers have to specifically talk on software architecture or system architecture * What to focus?   + Reflect thinking on each reference under various categories on why those specific references are under different categories. * **Alignment:**   + First get the strategies which focus on teaching strategy. * **Discussion:**    + Bring frequencies in discussion   + Talk about critical analysis of strategies * **Classification of Strategies**   + Identify strategies and justify which theme those strategies fall into.   + Talk about how people used different names for similar themed strategies.   + You can come up with new classification with justification or using the existing classification with justification.   + With new classification, it can be our contribution to the research. * Blended-learning will come under teaching strategy and not under hands-on practical experience. * Hands-on experience:   + It should be through a real-world project   + Learning: team-based group projects, guest lectures, tutorials. * All data should be findings from the papers reviewed not assumptions. * Demonstrate the understanding of the papers in relation to your research question.   + Some papers might fall into all questions, some might answer only one question, or some paper might answer three questions. * This will reflect the level of understanding of papers and ability of analysis of papers.   **RQ4: Outcome**   * Did paper say that by using that particular teaching strategy, they have experimented and came up with certain outcome? * If there are no outcome of in the paper, it should be opinion and won’t get published. * If it is published, it should have outcome from their research. * Different papers might not report same results of the particular strategy. We need to talk on this differences.   **Peter’s Categorisation:**   * Bring and converge together into one thinking. * It shouldn’t have two thoughts in parallel. * You shouldn’t focus on replicating what other paper has done but come up with the new ways. * Create and consolidate into one thinking. * The previous paper will come under related work and we should mention how our paper or study is different from that paper. * Identify unique points of that paper and find differences of our study compared to that paper’s uniqueness. | | |

**Next Meeting schedule:** 3:00 pm, Tuesday, 01 April 2025

**Type of meeting**: Face-to-Face with Sponsor/Mentor

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| **Sl no** | **Agenda Item** | **Person Responsible** |
|  | Present on reviewed results | All members |
|  | Present the paper format | All members |
| 3. | Resolve conflicts in papers. | All members |