

Agenda Meeting – [06.05.2025]

1. Opening

A group meeting – IC-INF-IT1B “Silent Storytellers”

During this meeting, we are going to discuss:

- 1) A draft of our Project Plan. We will go through it and check which chapters could be improved
- 2) Design for our website and see how it looks like so far. Also, discuss how the coding part is going and what tasks are left, and when they must be finished
- 3) Requirement Analysis (David Corodeanu has already started working on that and wants to show what he has done so far and discuss that with the rest of the group)

Appoint note-taker

Kyan Jeuring

2. Presence

Team members who are present:

Ai Nguyen – Project Leader

David Corodeanu

Kyan Jeuring

Victoria lascevschi

Bence Mohr

Absent:

Flavius Petrasciuc (He is traveling back to the Netherlands)

Sara Kiani Nejad (She is doing the RUN-EU project in Austria the whole week)

3. Discussion of minutes of the previous meeting

1. Textual

On 16th April, we had a meeting and Victoria lascevschi was taking minutes of the meeting. Also, we had a meeting about the final design of the website on 24th April.

2. Action points:

Design and Coding: Kyan, Victoria, Flavius, and David are responsible for the website design and coding.

Story Validation: Decide on a method for validating stories submitted to the website.

Professional Domain: Get a domain name to make the website look professional (mentioned by Kyan).

Wireframe & Design:

- Start wireframe creation immediately.
- Use Figma or a preferred tool for design.
- Anyone with design ideas should collaborate with Victoria.

Start Coding: Begin coding during Week 1 or the holidays.

Target Audience: Focus on people unaware of the daily challenges faced by deaf individuals.

Story Collection:

- Wait for Jeroen's response about meeting the interpreter and connecting with the deaf community.
- Reach out to any deaf individuals you may know to collect stories.
- Try to find someone who has lost hearing but can still speak, and could potentially narrate stories.

VR Goggles: Request permission from Lionel or another staff member for VR goggles.

Working Spaces:

- Reserve a room on campus during ateliers.
- Explore working in the city center library or at the Greenwise Campus.
- **Project Approval:** Aminah has approved the project for Period 4 (Innovate).
- **Time Tracking:** Kyan will share an Excel template to track hours and task descriptions.

4. Announcements

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5. Discussion parts of the meeting

1. Update on current progress

The 9th of May will be the deadline for us to have the final version of our Project Plan, and on that day, we are also going to have a GO/NO Go meeting with Lionel. If everything is fine, we will submit our Project Plan.

2. Update team members

3. Tops: things going well

We decided how our website will look and we will be using Ai's design ideas. All details about the features we want on our website will be described in Kyan's minutes of the meeting, which can be found on Teams. Also, Kyan is responsible for translating the website into Dutch.

4. Tips: what needs special attention

Finish the documentation this week.

5. Looking ahead to the next week(s)

By the end of this day, Ai will summarize all our ideas and make the final version of the design of the website design, and will upload it.

6. Questions

- 1) Did anyone contact Lionel or other teachers to get the information on whether we can use the Apple Vision Pro goggles?

Answer: We will ask Lionel about the server for the website and Apple Vision Pro at the Friday meeting this week.

- 2) Did we get a reply from Jeroen about deaf people that we could contact to listen to their stories and use them on our website? Also, he promised to get us in touch with the sign language interpreter.

Answer: We got the reply from Christine, and Ai is going to contact Thomas to organise an online meeting with Thomas and some of his deaf clients.

- 3) What did we decide with the place for our meetings? Are we going to meet only on campus in one specific room or also in the city center library / at Greenwise Campus?

Answer: We are going to meet in 1.035 on campus for our team meetings.

7. Close

Thank you for attending! We are going to organise the next meeting on the 9th of May during the atelier. David Corodeanu is going to prepare the agenda, and Victoria Iascevschi will take the minutes of the meeting.