

# MENTOR SYNC-UP SHEET: SESSION 01

**Date:** 20/12/2025

**Time:** 10:00 AM – 11:30 AM

**Meeting Mode:** Offline (Classroom 802)

**Student Name:** Vrushabh Jain

**Group ID:** 01

**Project Title:** Cognitive Graph Portfolio Optimizer (CGPO)

## 1. AGENDA OF THE SESSION

- Formal approval of Project Topic.
- Submission of Semester Timeline (Gantt Chart details).
- Validation of Logbook structure (63 pages).

## 2. WORK LOG (SINCE INCEPTION)

- **Topic Selection:** Finalized "Cognitive Graph Portfolio Optimizer" fusing Multimodal Data (Earnings Calls) with Graph Neural Networks.
- **Documentation:** Created initial Logbook and Minutes of Meeting Templates.
- **Tools Setup:** Initialized GitHub repository and local folder structure.

## 3. ITEMS FOR APPROVAL (PRIORITY)

### A. Project Roadmap (Non-Negotiable Dates)

The following schedule is submitted for mentor sign-off.

#### I. Data & Design Phase (Dec '25 - Jan '26)

- [ ] **28th Dec 2025 (Online):** Data Gathering Lecture & Review
- [ ] **30th Dec 2025 (Online):** Data Gathering Finalization
- [ ] **3rd Jan 2026 (Offline):** UI Design Submission

#### II. Coding & Implementation Phase (Jan '26)

- [ ] **10th Jan 2026 (Offline)**: Coding Stage 1 (Data Pipeline)
- [ ] **17th Jan 2026 (Offline)**: Coding Stage 2 (RL Agent)
- [ ] **24th Jan 2026 (Offline)**: Coding Stage 3 (Optimization Logic)
- [ ] **31st Jan 2026 (Offline)**: Coding Stage 4 (Integration)

### **III. Testing & Closure Phase (Feb '26)**

- [ ] **7th Feb 2026 (Offline)**: Testing Stage 1 (Unit/Functional)
- [ ] **14th Feb 2026 (Offline)**: Testing Stage 2 (UAT/Stress)
- [ ] **21st Feb 2026 (Offline)**: Blackbook Draft Approval
- [ ] **28th Feb 2026 (Offline)**: Final Signing

### **B. Deliverables**

- **Minutes of Meeting**: Format finalized (15 copies to be printed).
- **Logbook**: 63-page structure approved.

## **4. PLAN FOR NEXT SYNC-UP (28/12/25 - Online)**

- **Task**: Begin data scraping from earnings call transcripts.
- **Deliverable**: survey\_app.py for preliminary data validation.

## **5. MENTOR REMARKS & SIGN-OFF**

**Signature:** \_\_\_\_\_

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