

Meeting Agenda (break)

Date Month Year, Duration

16/4/2021 15:00pm-17:00pm

Attendance:

Member	Attendance
Yuliang Ma	Yes
Jiawei Fan	Yes
Yuchen Wang	Yes
Xiaoxiang Kong	No
Yimin Xu	No

Tasks review (from last meeting):

1. The team has explored mediapipe and yolo technologies and made some progress. However, we are still unable to get in touch with our client.
2. Charles has sent us email again saying that it is our team's responsibility to build a professional and activities relationship with our client.
3. We don't think Charles fully understands our situation and progress. We have made some technical progress and show it in our audit 2. If he had a look at the recording of audit 2, he should know we are not idle. Instead, we have put efforts into catching up in terms of both documentation and technical progress, with the existing difficulties of engaging with our client.

Main objectives:

1. Discuss the technical progress we have made so far.
2. Low-level deliverable discussion
3. Think of ways to contact kai according to suggestion/email from Charles.

Technical progress:

1. We have understood the modules in the mediapipe model. We need to source some videos online and pass them into models. By adjusting parameters in the models, the model can learn the labels we decide for the training videos. And separate test set will be used to test if the model works well on unseen data or not. The next step is to implement the models by ourselves, and deal with the potential bugs.
2. The Yolo team has met some difficulties when searching into Yolo model. There are not many existing projects or open sources doing the same thing as us. Yolo team does not have many sources to learn the knowledge of the model. In consideration of the difficulties the yolo team has met; we

decide that one person in that team continuing exploring Yolo model and the other member starts to look for other available models.

3. The mediapipe team has also met some difficulties that the mediapipe model cannot deal with multiple objects. If there are multiple objects in the video, only person will be extracted out and other objects will be ignored. If the other yolo team fails to develop yolo model and video cannot be separated, the coordinates extracted from the videos will not make much sense.

4. In the future, the mediapipe team will continue searching and exploring ways to mitigate the problem that the model cannot extract multiple objects well.

Communication with client

1. Last time at agreed time of meeting, our client has not come. According to Charles's suggestion, we could call our client and remind him that there is a meeting.
2. We decide to send our client an email invitation that can work with his calendar so that our client is reminded when it is the meeting time.
3. We also decided to call our client to remind if he forgets the meeting.

Task delegation:

Name	Task
Yuliang Ma	Mediapipe model
Yuchen Wang	Mediapipe model/contact client
Jiawei Fan	Mediapipe model
Xiaoxiang Kong	Yolo model
Yimin Xu	Look for other models that can be substitution of Yolo model