



## Team Meeting

10:00 am – 12:00 am  
5<sup>th</sup> September 2025

Room: C210

## Agenda

1. Introduction and review of agenda.
2. [Minutes](#) of last meeting and matters arising.
3. Matters arising from progress reports.
4. Status of [tasks](#), deliverables, and software.
5. Status of [milestones](#).
6. Automating demo setup.
7. Progress on enhancements.
8. Microphone for Pepper.
9. Any other business.
10. Date and time of next meeting.