Minutes of the Group Meeting

NL1C Project

Monday 24 March 2025

Chair   Silin Ren
Secretary   Silin Ren
Members   Daming Chen
                Emmanuel Philipose Antony
Apologies   Weian Liu & Zixuan Li (Health reasons).

1   Time and Place

The group meeting for the NL1C Project (Sprint1-Week2) was held **online** via Teams at **7:00 pm on Monday 24 March 2025**.

2   Quorum Announcement

The Chair announced that a quorum of the group was present, and the meeting was convened officially.

3   Summary of Previous Meeting

Silin Ren briefly reviewed the previous group meeting on 21 March 2025, focusing on adjustments to user stories based on Dr Li's feedback and the team's agreement to prioritize environment configuration for Sprint 1.

4   Presentation

4.1   Pitch Slides Progress

- Silin Ren presented updates on the pitch slides made by Weian Liu and Zixuan Li, emphasizing improvements in visual presentation and conceptual clarity.
- Emmanuel Philipose Antony and Silin Ren discussed frontend and backend infrastructure progress, highlighting technical decisions made to support the project's goals.
- Daming Chen reviewed the progress of AI research and integration strategies into the platform.

4.2   Problems and Solutions

- The team identified issues with database selection, initially facing uncertainty between MySQL and MongoDB. After detailed research, the team agreed to adopt MongoDB to address flexibility and scalability requirements.
- Pitch slides were confirmed as a priority task requiring immediate attention and completion.

5   Requirements Elicitation

Coordinated Pitch Presentation allocation about the slides and pre-recorded video preparations.

The group agreed on clear divisions of tasks for the recording and editing phases, ensuring readiness for upcoming presentations.

5.1   Tasks

- Confirm our own parts of the pitch presentation.
  - Background, Challenge, Innovation Points and Future Expectations -- Weian & Zixuan
  - Project objectives (prototype) and AI model -- Daming
  - Frontend – Emmanuel
  - Backend and Database – Silin

5.2   Lists of Tasks to do

- Complete the pitch slides draft (All team members for their self-parts)
- Prepare the pre-recorded video for the pitch (All members)
- Continue to regularly upload timesheets and maintain clear documentation on GitHub (All members)

8   Adjournment

The next group meeting will be held online via Teams **at 7:00 pm on Friday 28 March 2025**.

The meeting closed at 8:00 pm.