**Please complete the following questions about your project progress each week and save in the GitHub folder, naming it “Weekly Check-Ins”.**

**Keep your response concise, 1-2 sentences max per question. We will go over them in the zoom check-in:**

1a. Weekly mentor meeting attendance (for missing members, provide reason):

No missing members

1b. Was there a good discussion/Did you get your questions answered/requests responded to?

Yes. We had a good discussion and our answers were answered.

1c. Any issues with the mentor communication?

No issues.

2a. Team working meeting attendance (for missing members, provide a reason):

Full attendance.

2b. Was there a discussion on the work?

Yes.

2c. Did you have a project management component? Did you make progress? Does everyone know what to do next?

Not yet having progress because we just met on Friday. Next step: familiar with the dataset, previous code, and progress.

2d. Any challenges or roadblocks?

Understanding the large dataset and previous code may be challenging. Not everyone learned about RAG, which is a crucial technique for this project. We can hold group discussions to review and learn the related knowledge together.

3. Any questions/feedback?

Where to implement code? Are there GPU resources?

First meetings only:

1. Is the project goal/plan over the semester clear?

Yes

2. What’s your current knowledge level on this project’s theme on a scale of 1-5? (1 being completely new to the topic)

3

3. Have you selected a caption? How are you discussing who’s learning or working on the different aspects and technologies of the project?

Not yet. What are the works for the captain? We are going to learn all the aspects and technologies individually first and discuss them later.

4. Have you set up the Github repository yet?

We have not set up the GitHub repository yet because we have no access to edit.

5. Are the mentors engaged and responsive?

We have met the four mentors and they have been engaged and responsive.