<p style="text-align: center;"><strong><u>Meeting Minutes:</u></strong> Group 4</p>

**Date:** 03-Mar-2025

**Time:** 10:00am – 12:30pm

**Location/Platform:** EMS – F19 Room

**Chair:** Neil Lenus

**Note taker:** Neil Lenus

**Attendees:** Neil Lenus, Emily Sims, Tan Yi Siew

## Discussion Items

**Review assignment –** We are now clear with the objectives of the assignment and familiar with the requirements (report, technical appendix etc).

Breakdown the assignment into tasks:

1. Read and digest the selected paper
2. Identify all the features in the paper required to make the model
3. Plan out the features, inputs and outputs of the model
4. Identify limitations of the model or available data and think how this will affect us
5. Plan out the report – basic structure, additional reading
6. Use LLM to generate code for each feature – iterative process
7. Test each feature before moving forward
8. Write the report

**Selection of a paper -** After review, the model of stroke and rehab capacity in *Monks et al (2016)* seemed suitable. The model is clearly described with logic diagrams and the input parameters are readily available in the appendix. There is also an option for simplification if we require.

**Selection of methodology –** We are going to use the LLM approach to build our model interactively. We will use perplexity AI as our LLM of choice to use throughout the project.

**Initial review of the paper –** this went well, and we were able to map out the key features of the model and find the associated input data and parameters. We have a good understanding of the inputs and outputs to start designing prompts.

**Action Plan**

| Action Item | Who | When |
| --- | --- | --- |
| Meeting and Catch Up | All | Friday 7th March, 3pm |
| Have Logic diagram made for Friday (baseline). | Emily and Neil | Friday 7th March, 3pm |
| Set up collaborative coding page, LLM logbook usage (GitHub??) | Yi Siew | Friday 7th March, 3pm |