

Meeting 15 minutes

Chair : Sager, Secretary : Xena

Meeting 14: 26/03/2025

1 Meeting Notes

- Reviewed the design of poster
 - Add pictures to better represent the project
 - Don't have to add too many words
 - Font have to be changed
 - Make it attracting
- The title of the project can be changed
- Discussed on the conference paper
 - The special thing about the project is the experience
 - It's about sharing the experience of the project
 - Don't have to be technical about the project, it is easier to find online on the technical instead of the experience
- Review of the Ammended SRS
 - The corridor room should be lower case
 - the "" is wrong, should be " "
 - Add the link of the milestone from the ammended srs to the original srs
 - Define the LOD when first mentioned
- During the Open day, only the poster, a table and 2 chairs will be provided, other things will be provided or decided by the team.

2 Plan for next week

- Send Dave the Final Report Draft by Monday
- Meeting with the Stakeholders on Friday
 - Review of the hospital room
 - Sign the new SRS
 - Sign the SRS as the ending of the project
 - review the SRS and discuss which part we have done/ didn't do
 - Talk about future plans
- Change the UI of the OER
- Recording of the video on Monday