Meeting 14 minutes

Chair : Sager, Secretary : Xena

Meeting 14: 20/03/2025

1 Meeting Notes

- Write 2 -3 sentences about what we want the reader to think after reading the paper.

- Write a draft of the conference paper by Monday or Tuesday

- Liu Ke is in charge of the OER

- Omar is in charge of the final report

- We should start making a poster for the open day

- There's a UI for the OER, so the chapter of justification for no UI can be cancelled, or change the title / move the chapter into key implementation.

- The OER licensing (CC-BY) is recommended, where it is necessary for users to share adaptation of the OER.

- The digital artefact is mainly to advertise our project about what we have built and what our OER is gonna do.

- The software marking criteria is based on project, it will mainly be assessing from the final report or by checking from the software submitted.

- A README or user manual is needed to submit along the software to teach users how to unzip and interact with the code.

2 Plan for next week

- Finish the OER by next week

- Split the final report and work on it

- Change the UI of the website

- Change the asset according to stakeholders' requirement