**Group Name/Number:** *Group 3 in GP12 / Banking and Securities*

**Meeting Date:** *4 Dec 2023*

**Meeting Time:** *2:30pm to 3pm*

**Location:** *Cavendish Campus, The University of Westminster, London*

**Attendees:** *Folusho Victor Arokoyo (FVA), Saeed Jamshidloo (SJ), Chinyere Unamba (CU), Oluwabukola Atere (OA), Hasan Guray (HG), Drici Mourad (DM), Kiana Rezaei Amrabadi (KRA)*

**Absences:** *-*

**Agenda:** Opening of the Meeting, Review of Previous Meeting Minutes, Progress Update on Assigned Tasks, Discussion of Current Week’s Topics, Addressing Challenges and Concerns, Allocation of New Tasks, Setting Next Meeting Date and Time, Closure of the Meeting.

# *Opening of the Meeting*

* *Meeting called to order at 2.30pm by HG.*

# *Review of Previous Meeting Minutes:*

* *Summary of last meeting’s minutes presented by HG.*
* *Minutes approved as read and amended.*

***Progress Update on Assigned Tasks****:*

1. *FVA reported on “Pinpoint major Big Data applications or projects prevalent in the industry.” under the “Project Landscape”*
2. *CU reported on “Understand the primary objectives of such ventures and assess their accomplishment*.*” under the “Project Landscape”.*
3. *OA reported on “Scrutinise the motivating factors and obstacles that led to these initiatives.” under the “Project Landscape”.*
4. *SJ and KRA reported on “Recognize the key technologies and tools in use, such as Hadoop, noSQL, in-memory data processing, data streaming, etc.” under the “Technology Adoption”.*
5. *DM reported on “Decipher the reasons behind the choice of certain technologies over others.” under the “Technology Adoption”.*
6. *HG reported on “Combine and organize all research outputs along with the general research and collect them in a single file.”.*
7. *HG reported on “Preparing the Meeting Minutes.”.*
8. *Everyone reported on “Finding respective real life cases related to topic.”.*

***Discussion of Current Week’s Topics:***

* *Topic 1 to 5: All of research outputs were with references and very comprehensive.*
* *Topic 6: All of the research outputs have been combined.*
* *Topic 7: Meeting Minutes has been successfully prepared.*
* *Topic 8: So many real life cases have been explored.*

# *Addressing Challenges and Concerns:*

* *There is so limited time to prepare the presentation, so the main focus should be presentation this week.*

# *Allocation of New Tasks:*

* *Presentation will be prepared:*
  + *“Project Overview” slide will be prepared and presented by CU and OA.*
  + *“Technology Adoption” slide will be prepared and presented by DM and FVA.*
  + *“Analysis of Impact and Solutions” slide will be prepared and presented by KRA and SJ.*
  + *“Data Governance and ROI” slide will be prepared and presented by HG.*
  + *“Challenges Faced During the Research” slide will be prepared and presented by SJ.*
  + *“References” slide and cover page will be prepared by HG.*
* *Research will be continued.*
  + *“Impact Analysis” will be researched by CU, OA, and FVA.*
  + *“Solution Analysis” will be researched by KRA; SJ, DM, and HG.*
  + *All of the outputs will be consolidated by HG.*
* *“Meeting Minutes” will be prepared by HG.*

**Setting Next Meeting Date and Time:**

* *Next meeting scheduled for 8 December.*

**Closure of the Meeting:**

* *Meeting adjourned at 3pm by HG.*

**Next Meeting:**

* *Date: 8 December 2023*
* *Time: 9.30 am*
* *Location: Online Zoom Meeting*

**Action Items:**

* *“Presentation will be prepared.”: Assigned to everyone, Due by 7 Dec.*
* *“Research will be continued.”: Assigned to everyone, Due by 7 Dec.*
* *“Meeting Minutes will be prepared”: Assigned to HG, Due by 4 Dec.*

**Prepared by:** *Hasan Guray*

**Date:** *4 Dec 2023*