**Meeting Agenda and Minutes** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meeting Title**: Project Kick-Off Meeting  
 **Date:08/09/2022**  
 **Time: 5:15 pm – 6:15pm**  
 **Attendees: Ahmad Asgharian Rezaei, Chengyang He, Huahu Wen, Yipei Liu, Yiyang Xie** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Item: result overview Allocated time: 30** minutes **Notes: Clear what we have**

**Item:** Communications **Allocated time: 10** minutes **Notes: Identify the jobs of each team member**

**Item:** Next Steps  
 **Allocated time: 20** minutes  
 **Notes:**

1. **Write a procedure to merge the relevant tables into one table recursively or by using a greedy approach, in which you sort the similarity of every pair of tables and you merge the tables with the highest similarity. You can assume that you receive a mapping from the user that tells you all the synonyms that may be used to refer to a certain parameter.**
2. **Create the structure of the report and distribute the sections between yourself. Each person needs to write approximately 2500 words, which comes down to 818 words each week for the remaining 3 weeks. In distributing the sections of the report, take a look to the tasks that each member of the team has done.**

**3. Together with creating the structure of the report, it would be great if you can also create a list of tables and figures that you want to include in the report.**

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**Other items: Leader:Yipei**  
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