Week 2- 21/08/2025 (Thursday)

Chair: Murthy Kanuri

Attendees:

- Murty Kanuri
- Finlay Kirwan
- Jaco Espag
- Vatchapol Jittipattanakulchai

Notetaker: Murthy Kanuri

Status on Previous Actions

Who	Action	Status
Murthy	- Send minutes of meeting - Share the signed contract with the Tutor.	Done
Murthy Finlay Jaco Vatchapol	Continue analysis on the selected topic and prepare for the next meeting with tasks for each team member.	Done

Actions Taken in Meeting

Who	Action
Murthy	Schedule the next meeting & share minutes of meeting
Murthy Finlay Jaco Vatchapol	- Walkthrough on the documentation prepared by Jaco & Finn - Agreed plan of action for the next 2.5 weeks **22nd – 28th August** - Research and collect all task-related information - Document findings

	29th August – 5th September ‣ Prepare report ‣ Continue research if needed to fill in missing gaps **6th – 7th September** ‣ Buffer time (review, polish, handle unexpected issues) **8th September** ‣ **Final deadline for submission** - Agreed tasks before next meeting (25th

Actions Next Steps

Who	Action
Murthy	● Schedule the next meeting & share minutes of meeting
Murthy Finlay Jaco Vatchapol	● Team to focus on the below tasks before next meeting o System requirements (Jaco) o Design decisions (Finn) o Set up Github project (Jaco) o Research about agent (Vatchpool) o References (Murthy) - Adding more and more agents together, modular design o Looks at other parts of the report (Murthy)