

MEETING MINUTES		
Project Name	VisuSpeak	
Meeting Name	Mentor Meetings	
Meeting Facilitator	Team VisuSpeak	
Meeting Details	March 13, 2024	
Meeting Invitees	<ul style="list-style-type: none"><li>• Dr. Kin-Choong Yow</li><li>• Archisha Bhattacharya</li><li>• Brooklyn Coulson</li><li>• Jasmeet Singh</li></ul>	
Minutes:		
Topic	Summary of Discussion/Decision	
Trade show Feedback	<ul style="list-style-type: none"><li>• Provided Trade-show feedback to Dr.Yow</li></ul>	
Dr. Yow’s Feedback	<ul style="list-style-type: none"><li>• Trade show was good.</li><li>• User engagement with the application, particularly through signing and chatting functionalities, enhances their hands-on experience, contributing positively to the application's usability</li><li>• Develop a brochure for the Project Day Trade Show, detailing supported letters and words, thereby informing users of available features.</li><li>• Further enhancements are needed for the landing page to better cater to customer preferences and expectations.</li></ul>	
Next Steps for Team VisuSpeak	<ul style="list-style-type: none"><li>• Start Phase 3 Testing</li><li>• Refine the UI changes based on the trade show feedback</li></ul>	
Action Items:		
Description of Action	Assigned to	Date Required
Change the UI design for the Landing Page	Archisha, Jasmeet	March 10, 2024

Update Documentation on GitHub

Brooklyn

March 10, 2024