

MEETING MINUTES		
Project Name	VisuSpeak	
Meeting Name	Mentor Meetings	
Meeting Facilitator	Team VisuSpeak	
Meeting Details	October 19, 2023	
Meeting Invitees	<ul style="list-style-type: none">• Dr. Kin-Choong Yow• Archisha Bhattacharya• Brooklyn Coulson• Jasmeet Singh	
Minutes:		
Topic	Summary of Discussion/Decision	
Capstone Mentor meeting progress checkpoint	<ul style="list-style-type: none">• Discussed the project's progress• Provided progress on the AI model to Dr. Yow, need to start working on the main AI model and compare the accuracy of different datasets.• Discussed the Hi-Fi prototypes - we need to decide upon the transcript history page in terms of storing the chat with video included or just transcribed text.• Discussed the Gantt chart - Dr.Yow recommended to expand the Gantt chart till April.	
Action Items:		
Description of Action	Assigned to	Date Required
Implement the main AI models and start the test comparisons	Archisha and Jasmeet	October 26, 2023
Expand on the Gantt chart	Jasmeet	October 26, 2023
Front-end Development	Brooklyn, Archisha & Jasmeet	October 26, 2023