

Meeting Record

Date

23/05/2024

Time

3.30 PM

Duration

30 minutes

Members Present

4/4

Meeting Agenda

- Review completed sections of the proposal.
- Discuss feedback and necessary revisions.
- Plan the final compilation of the proposal.

Discussed Topics

- Review completed sections of the proposal.
- Discuss feedback and necessary revisions.
- Plan the final compilation of the proposal.

Raised Issues/Concerns

Johny Son: Ensuring the referencing in writing style across sections.

Assigned Tasks

Maxwell Young - Developer/Researcher – Website designing and slides of final presentation

Hansith Perera - Developer/Editor - Final Presentation slide 1.

Johny Son - Writer/Researcher - Compile the final proposal draft and review for coherence.

Soyeon Im - Writer/Editor - Ensure all sections are aligned and integrate findings.

Next Meeting

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