

Meeting Record

Date

13/05/2024

Time

5.00 PM

Duration

1 hour

Members Present

4/4

Meeting Agenda

- Detailed discussion on project objectives.
- Creation of a high-level project timeline.
- Allocation of research topics to team members.

Discussed Topics

- Detailed discussion on project objectives.
- Creation of a high-level project timeline.
- Allocation of research topics to team members.

Raised Issues/Concerns

Maxwell Young: Difficulty finding relevant case studies.

Assigned Tasks

- Maxwell Young - Developer/Researcher. Continue searching for case studies.
- Hansith Perera - Developer/Editor. Draft the proposal structure.
- Johny Son - Writer/Researcher. Review and provide feedback on the draft structure.
- Soyeon Im - Writer/Editor. Edit the proposal structure draft.

Next Meeting

18/05/2024 (Monday) 4:00 PM in-person lab session