



Initial meeting - 07 Oct 2022

Meeting information

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|----------------------------|--|
| Meeting time | 9:24pm - 10:19pm (NZDT) ~ 3:24pm - 4:19pm (IST) |
| Meeting date | 07 Oct 2022 |
| Meeting topic / objectives | Initial meeting to discuss about the ideas and requirements of Research & Development Project VN01 |
| Method | Online meeting via Microsoft Teams |

Members and roles

| ID | Member | Role |
|----|-----------------------|------------------|
| 1 | Professor William Liu | Client |
| 2 | Tan Le Tran Ba | Interviewer |
| 3 | Nhan Nguyen Cao | Host + Secretary |
| 4 | Chuong Pham Dinh | Interviewer |
| 5 | Trang Ho Ngoc Thao | Secretary |

Meeting actions

| Action / Discussion | Person responsible | Note (if available) |
|---|--------------------|---------------------|
| Greetings | 3 | |
| Introduce the project teams to the Client | 2 | |

| Action / Discussion | Person responsible | Note (if available) |
|--|--------------------|---|
| Professor Liu asked about the motivation of members for choosing the project | 1 | 3: interested in data and the effects of acupuncture, based on experience of relatives. 2: interested in 3D, hope to learn new skills. 4: interested in acupuncture, having experience with acupuncture pressure before and hope to understand more about acupuncture by needles. 5: interested in projects related to data, want to learn something that is different and new to old participated projects |
| Professor Liu shared about some background of the project | 1 | Based on real experience: muscle hurt due to playing badminton, ankle hurt. Professor was told by some friends that can do self-acupuncture |
| Professor Liu shared more about some information related to acupuncture | 1 | Effect: Have a strong feeling if correct acupuncture points related to the ache is triggered. Feel also a little bit shaking inside Domain knowledge: there are more than 300 points (actually areas, cause they are not specific points, differ by each person), some deals with specific parts of the body during the treatments. |
| Team asked about the targeted users and use cases | 2, 1 | Target users: acupuncturists (used as a tool for easily navigating the acupoints and simulating the treatments' effects + patients (used to visualize about the treatments they are about to get, build the trust on the scientific aspect of acupuncture) |

| Action / Discussion | Person responsible | Note (if available) |
|---|--------------------|---|
| Team asked about the milestones and timeline predicted for 8 months | 3, 1 | Professor Liu mentioned that there are no strict requirements about the final product, cause it should be viewed as a research project. The agreed schedule: For the first 2-3 months: research and literature reviews about acupuncture, and how AI, DS, ML, etc. can meet with them. For the final 5-6 months: development of the final product |
| Team asked about the budget for the product | 2, 1 | Professor Liu stated that there is currently no budget as the project is viewed as a university research project. However, maybe further fund could be raised from acupuncturists from HCMC or New Zealand if the project is promising. |
| Team asked about the preference for platform | 4, 1 | Professor Liu stated that mobile application is appropriate (can reference some in the app store). However, a website for simply inputting data and basic visualization is also accepted. Preference: 3D simulation on mobile, but it depends on the team's decision and ability |
| Team asked about the scope of the research | 3, 1 | Professor Liu stated that the research should be generally about acupuncture, not limited to acupuncture to solve mental health as in the description. |
| Professor Liu mentioned about the first phase | 1 | Survey about what to do, how to do. Find papers related to the topic first (not limited in scope) then discuss later. Can use Teams as the repo |

| Action / Discussion | Person responsible | Note (if available) |
|---|--------------------|---|
| Professor Liu instructed for the first week | 1 | Each should reviewed 2 paper and the next week all should share with others about what they have reviewed and found from the papers. |
| Professor Liu instructed some basic steps for acquiring paper | 1 | The papers can be collected from AUT Library, Google Scholar, etc. In case of having a paper name but cannot find it, professor Liu can support with that. |
| Team asked for a copy .pdf version of the paper listed in the reference section | 3, 1 | Professor Liu agreed to share a pdf version of that. Cautioned the paper's content is in Chinese. |
| Conclusion and goodbye | 2 | |

Attendance report

| Member | Joined | Leaved | In-meeting duration |
|--------|------------|------------|---------------------|
| 1 | 3:34:30 PM | 4:13:37 PM | 37m 37s |
| 2 | 3:25:30 PM | 4:18:49 PM | 53m 18s |
| 3 | 3:24:59 PM | 4:18:51 PM | 53m 52s |
| 4 | 3:25:22 PM | 4:18:47 PM | 53m 24s |
| 5 | 3:25:12 PM | 4:18:41 PM | 53m 28s |