| RMIT_POS_CMYK | **Introduction to**  **Information and Technology**  **Semester C - 2021**  **Meeting Record Sheet** |
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| Date: | | | 24/11/2021 |
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| Team Name: | **Group 1: Memeiacs** |  | |
| Members Present: | Nguyen Thu Thuy (Lala) - s3870273 | Vu Quoc Gia Quan - s3927120 | |
| Dang Hoang Anh Khoa - s3836606 | Mai Duc Minh - s3681447 | |
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| Discussed: | \_ Agree to the idea of image comparison software.  \_ Assign new tasks until weekend meeting.  \_ Discuss the problems of project idea. |
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| Agreed: | \_ Assign new tasks until weekend meeting:  + Quan and Lala: Setting up the interview email, thinking about new questions and contacting the interviewees. Research ‘4. IT Technologies’ section so that Khoa can update the works to the website on weekend.  [Interview Gmail: email: [iit.memeiacsteam@gmail.com](mailto:iit.memeiacsteam@gmail.com) / pw: weaimhd!]  + Khoa: Continue to develop the website.  + Minh: Write code to test the image comparison algorithm.  \_ Discuss the problems of project idea:  Detailed plan to build an image comparison software in 1-month period has been written in Assignment 1. However, the lecturer requires us to come up with a plan for a 3-to-4-month project => Current idea's scope is considered small => Need to add more features => Common task for the team: Research additional features to the image comparison software that can be built using Python. |
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| To do  for next meeting: | \_ Try to finish the given tasks and update the progress. |
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| Date of Next Meeting: | 28/11/2021 |
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Team Member Signatures:

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Supervisor Signature:

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