

CPT6314 Final Year Project (FYP) 1 Meeting Log
Trimester OCT / NOV 2025 (Trimester ID:2530)

Meeting Date: 17/12/2025	Meeting No.: 3
Meeting Mode: Face-to-Face	
Project ID: P552	Project Type: Application-based
Project Title : SmartChat Budget: A Conversational AI App for Automated Expense Tracking and Personalized Financial Insights	
Student ID : 1211111953	Student Name: Mohamed Shahrizal bin Samsudeen
Student Programme and Specialisation: Bachelor's Degree in Computer Science (Data Science)	
Supervisor Name: Dr Aziah binti Ali	Co-Supervisor Name: Dr. Noramiza Hashim
Collaborating Company: None	Company Supervisor Name: None

1. WORK DONE

Tasks:

- 1) Prototype Development or Proof of Concept
- 2) Background Study or Literature Review
- 3) Draft Report Completion

Details (in point form):

- Attended third supervision meeting with supervisor.
- Presented current prototype progress to supervisor.
- Demonstrated implemented features and overall system flow.

- Asked for supervisor's opinion and feedback on the prototype.
- Received suggestions to add more features and improvements for future development.
- Discussed current progress of the FYP report.
- Reviewed completed and ongoing chapters of the report.
- Discussed next steps for both prototype enhancement and report writing.

2. WORK TO BE DONE

Tasks:

- 1) Prototype Development or Proof of Concept
- 2) Draft Report Completion
- 3) Design or Research Methodology

Details (in point form):

- Improve the prototype based on supervisor's feedback.
- Plan and prioritise additional features suggested by supervisor.
- Continue development of remaining core functionalities.
- Update documentation to reflect prototype progress.
- Continue writing and refining Chapter 2 (Literature Review).
- Start preparing content for Chapter 3 (Methodology / System Design).
- Prepare updated progress for next supervision meeting.

3. PROBLEMS ENCOUNTERED AND SOLUTIONS

1. Problem: Limited time to implement many features within the semester.
Solution: Focus on essential features first and treat others as future enhancements.
2. Problem: Difficulty aligning prototype implementation with report documentation.
Solution: Update report chapters in parallel with development progress.
3. Problem: Managing both technical development and report writing.
Solution: Create a weekly development and documentation schedule.

4. COMMENTS (Supervisor / Co-Supervisor / Company Supervisor)

.....
Supervisor's Signature

Shahrizal
.....
Student's Signature

.....
Co-Supervisor's Signature
(if applicable)

.....
Company Supervisor's Signature
(if applicable)

IMPORTANT NOTES TO STUDENTS:

1. Items 1 – 3 are to be completed by the students prior to the meeting. Item 4 is to be completed by the supervisor / co-supervisor / company supervisor.
2. Student has to upload the soft copies of the meeting logs in eBwise and also attach them along with interim (FYP1) report.
Minimum requirement is SIX Meeting Logs (Period: Week 3 to Week 12). Students can have fortnightly meetings with the supervisor.
3. Log sheets provide the basis for evaluating the General Effort (Project Management, Attitude, and Technical Competency) of the student, by the supervisor and also for checking the attendance requirement of the student, by the FYP Committee.

This also provide the student with feedback from the supervisor / co-supervisor / company supervisor on the tasks done and provide the plan for the upcoming tasks. This can provide the motivation for the student to give consistent and efficient effort throughout the period of FYP.

4. Student who fails to meet the minimum requirement (six nos.) of log sheets will not be allowed to submit FYP report.