**CITS3200 Team 06**

**Minutes of Mentor Meeting #2 held on August 28, 2025 (with Team)**

**Location**: Online (Teams)

**Present**: Chris Chandra, Jeet Vora, Pranav Rajput, Taku Mukwekwezeke, Takumi Iizuka, Tahjeeb Tajwar, Ai-Min Kho

**Absentee**: None

**Meeting Started**: 6:30pm

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| * 1. **Agenda** * Update Mentor on the situation regarding the delays. * Seek advice on the backend design decisions (JSON vs Neo4J DB). * Organize and divide tasks amongst the group for moving forward, set realistic concrete dates for the immediate next goals, accounting for advice from mentor   **5.2 Summary of Discussions** | |
| * MVP Focus: A filterable members directory page (search + left-hand facets). Heatmap is nice to have but not essential. * Content: Members as primary results, with research outputs and grants linked (a grant can link to multiple outputs). Tags: ~13 broad and ~46 specific categories. * Data authority: PURE API data > internal spreadsheets when conflicts arise. * Tech stack change: Due to UWA Cyber constraints, server-side work shifts from Python to Java/.NET. (Python may be fine for local mock/demo only.) * Must pick backend architecture option by 5th September:   + Static feed: Backend generates JSON on a schedule; Sitecore page loads JSON and does client-side filtering.   + Neo4j-backed: Backend writes to Neo4j; Sitecore server queries DB, caches results, and returns JSON to the client. (Decision depends on Azure environment access and Sitecore integration details.) * PURE API token + datasheets: Expect by Mon 1 Sep; if not received, start chasing. * Azure/Neo4j server: Target weeks 9–11 of semester; may slip beyond this semester. Plan to proceed with local prototypes regardless. * Teams: Split into Front-end (UI/mockups → functional demo) and Back-end (ETL in Java/.NET with sample data; normalization; DB/JSON design). * Front-end plan:   + Draft UI mockups now; confirm use cases & entity relationships with client before building.   + Build a functional demo (simple page with UWA header, filters, result cards). * Back-end plan:   + Start with sample data (manual/export) to build ETL and the canonical schema.   + Design normalization rules; confirm entity links (Member ↔ Outputs ↔ Grants).   + Prepare both outputs: scheduled JSON and Neo4j path (until decision). * Dates & Milestones:   + By Sun (this week): First UI mockup draft.   + Next week (study break): Build clickable prototype; execute the chosen architecture plan.   + Decision deadline: Fri 5 Sep → JSON feed vs Neo4j approach.   + Sprint 2: Team noted deliverables due ~15 Sep. * **Mentor guidance to action:**   + Don’t chase “nice-to-haves”; lock the MVP first.   + Draw and confirm the data model (members, outputs, grants, tags; relationships) with the client before building.   + Project plan: List all components, owners, dependencies, and dates so nothing foundational is missed.   + Use recordings/captions to generate meeting summaries and circulate minutes after each session.   **5.3 Date of Next Meeting**   * Agreed on 3rd Mentor Meeting on Wednesday 24th September at 5:30PM Perth time (7:30pm Sydney Time).   Meeting Closed: 7:30pm |

Minute taker: Pranav Rajput & Tahjeeb Tajwar.