

## **COMP208 Group Software Project**

### **Team 18 Meeting Minute (Week 1)**

**Meeting held on Friday, 31 January, 2025 at 10:00 in Microsoft Teams Meeting**

<b>Present</b>	
<b>Chair:</b>	Yuzhong Chen ( <b>YC</b> )
<b>Secretary:</b>	Yuzhong Chen ( <b>YC</b> )
<b>Participant:</b>	Enbo Sun ( <b>ES</b> ), Kaijie Yang ( <b>KY</b> ), Tianyuan Tan ( <b>TT</b> ), Yangle Liu ( <b>YL</b> ), Phil Jimmieson ( <b>PJ</b> )

#### **1. Apologies**

Ruiying Ma apologized for unable to attend the meeting.

#### **2. Agenda**

- Project monitor's overall suggestion (Item 3)
- Concerns regarding the chosen topic (Item 4)
- Questions about the meeting minutes (Item 5)
- Mark distribution between report and implementation (Item 6)
- Questions about demonstration process (Item 7)

#### **3. Project Monitor's Overall Suggestion**

After introducing the "Intelligent Recruitment Management System" to the project monitor, some overall suggestions were provided by (**PJ**):

- The proposal was interesting, but it might not have all features completely implemented. Therefore, the main software framework, "Recruitment Management System", should be finished first, and then adding in AI features gradually.
- The advanced AI features could be written in the requirement analysis. Sometimes it is normal that certain features cannot be achieved due to time and data source limit.
- In terms of reliability of the system, stress testing is crucial. During testing, some human-generated data (applicant's resumes) could be used to thoroughly test the system.

#### **4. Concerns Regarding the Chosen Topic**

Some concerns were raised on the selection of the project topic. Some team members asked whether the topic of "management system" was too common among students, and whether the "Intelligent Recruitment Management System" lacked innovation. In the end, it turned out that the project monitor considered the idea as "interesting" and "attractive". (**ES, PJ**)

## **5. Questions About the Meeting Minutes**

After the first group meeting on Wednesday, Jan. 29, a draft of the meeting minutes was prepared. The team members were not familiar with the style of the minutes and asked the project monitor for some advice. It seemed that the draft met the meeting documentation requirements. (YC, PJ)

## **6. Mark Distribution between Report and Implementation**

Some team members raised the question about which part of project should be focused more on, the project portfolio or the software implementation. (YL, KY)

The project monitor mentioned that both were important aspects in the assessment, if the software system was incomplete and faulty, some marks would be deducted. In the meantime, the project report had a high weighting in the overall marking criteria, and thus required a great amount of effort as well. (PJ)

## **7. Questions About Demonstration Process**

The team asked about the demonstration process and whether a remote server is necessary. (TT)

Suggestions from the project monitor (PJ) were as follows:

- Since the demonstration will be using a pre-recorded video format, the goal is to present the software system and the various features in the video.
- In the demonstration video, one team member will be in charge of the overall presentation, and the remaining group members will introduce the specific parts they work on.
- However, the project monitors and markers also want to try the software system on their own. So it is recommended that the web application is always available to use (remote server recommended).

## **8. Next Meeting**

The next meeting is scheduled for Wednesday, 5th February 2025, at 15:00 in Harold Cohen Library.

**Minutes Prepared by: Yuzhong Chen**

**Edited & Reviewed by: Enbo Sun**