## **Meeting Agenda**

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| **Strategic Motion Video**  **Smart Q&A** | | **1/18/2018**  **11:30 AM to 12:30 PM**  **NCSU – [Location TBD]** | | |
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| **Type of meeting:** | Project Requirements | **Note Taker:**  **Facilitator:** | Will Rea  Christina Mara | |
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| Invitees: | Ms. Heil, Dr. Fornaro, Christina Mara, Zach Brownlow, Matthew Rosenbloom, Will Rea, Ignacio Dominguez, Dr. Sturgill, Nick Freeman | | | |
| Please read: | Questions Below | | | |
| **Agenda** | | | | |
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| Introductions and Agenda Overview | | All | | 5 min. |
| Summary of Project | | From Student Team Perspective  From SMV Perspective | | 10 min. |
| Goals and Requirements for Project– Discuss Questions | | All | | 30 min. |
| Action Items & Next Meeting | | All | | 15 min. |
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| **Additional Information** | | | | |
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| Resource persons: | Dr. David Sturgill, Ignacio Dominguez, Dr. Robert Fornaro, Ms. Margaret Heil, Nick Freeman | | | |

**Requirements Clarification**

1. Any technical constraints besides the product running on PHP?
2. What is the long term goal of Smart Q & A for your needs?
3. We think that the testing interface should include the response time and a table of the top results and their respective probabilities. Do you want anything else on there?
4. How large will the set of pre-recorded answers be? Is there one table overall or different tables for each subject?
5. If there isn’t an appropriate answer to a question, should the user receive suggested questions?
6. Is there any case where you want multiple responses? If not, what do we do in cases where there are two responses that are very close in probability?
7. What languages will need to be supported besides english?

**Design & Testing**

1. Do you have a preference for what kinds of testing we should do?
2. Are there any NLP libraries besides the MySQL one that you’ve already tried? Are there any that you recommend, or recommend avoiding?

**Communication**

1. Where/when should meetings be held?
2. Are there specific documentation guidelines and formatting we need to follow?
3. When and how will we receive the data that you have already generated?
4. Are there any other materials that we will receive besides the sample data?