Supervisor Meeting Agenda 11/10/2022

# Zsolt ToDo for this meeting – all started or finished:

* Update proposed timeline by deleting not required tasks, and include app development tasks
* Fill out ethics form
* Start background reading to understand key concepts and literature required for this project
* Find existing products with the same intent if no product is available then find similar products (eg. NVivo)
* Evaluate and reference existing products, literature, and the machine learning algorithm they use/propose (if any)
* Get started on some design ideas based on what existing products offer
* Based on design ideas and existing products start setting out requirements for the project
* Create and send agenda before next meeting on 11/10/2022

# Questions and topics to discuss during the meeting:

* Should the delivered product be a web app or an executable?
* Do I need to prepare the briefing and debriefing materials at this stage for the ethics checklist approval?
* Go over initial design ideas (if appropriate)
* Agree on requirement collection techniques (Is MoSCoW appropriate? Need for a customer?)
* Discuss my progress on background research and evaluation of existing products (discuss length and depth required for joint-honours project)

# Next Steps:

* Continue with background research and existing product evaluation
* Finalize requirement gathering
* Continue improving prototype and design
* Work on briefing and debriefing materials if necessary