# Professor Meeting Minutes 1

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| **Date** | 5 Jan 2016 |
| **Time** | 14:30PM – 15:00PM |
| **Location** | SIS Meeting Room 4.1 |
| **Attendees** | Dr Kam  Chen Xueye  Zeng Jiadong  Zheng Wei |
| **Absentees** | NA |

# MEETING OBJECTIVES

First meeting with Dr Kam to introduce our project content, scoop as well as discuss about project direction and topic identification.

# DISCUSS/ACTION ITEM

As per agenda, the following topics were discussed and have reached a common understanding of the scoop of the project, direction envisioned, how we fit into the project.

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| No. | Discussion/Task | Follow up |
| 1 | **Project introduction**   * Project content/scoop introduction * Raised questions about the alignment of sponsor’s requirement and school project’s requirement | The team |
| 2 | **Project topic/ pre process methodology**   * Purpose ideas to analyze the carpark overspill situation * 2 days time serious analysis – clustering * Simulation of carpark overspill situation (agent based simulation) * Received feedback for each solution | The team |
| 3 | **To Do**   * Research on agent based simulation concept * Identify project topic * Project proposal | The team |

The meeting was adjourned at 15:10PM. This minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Zeng Jiadong

Vetted by,

Zheng Wei