

## Previous meeting minutes: Semester 2, Week 2

- Details of meeting: 2pm, 1/8/24, Zoom
- Minutes prepared by: Matthew Fowler
- Attendance: Matthew Fowler, Addy Dhingra, Dr Matthew Berryman
- Apologies: Derek Abbott, Keefe Zebastian Dela Cruz

### Summary

#### Upcoming milestones

Milestone	Due date	Countdown
Final Report Draft	2024/10/07	9 weeks

#### Assigned and completed actions

Action	Due date	Assigned to	Status
Add Project Plan to wiki	NA	Keefe	Ongoing
Issue #32	20/05/24	Addy	<b>Overdue</b>
Finalise errors/testing for Issue #41	30/05/24	Matthew	Completed
Acquire solutions and options for API's to use for the menu functionality.	1/8/24	Keefe	Completed
Begin implementation of the Spoonacular API	15/8/24	Keefe	Ongoing
Complete multi response handling	1/8/24	Matthew	Completed
Research into executing multiple LLM models in order for testing performance	15/8/24	Matthew	Ongoing
Complete Issue #50	15/8/24	Addy	Ongoing

#### Budget status

Budget	Status	Total (\$)
<b>Total</b>		<b>+750</b>

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## Meeting minutes

### 1. Review minutes from previous meeting

- a. *Minutes Confirmed – No Changes Required*

### 2. Discuss upcoming milestones and consult weekly plan from handbook

- a. *Final Report Draft*
  - i. Draft is not being prioritised at the moment as the group continues to work on the actual project and coding that is occurring.

### 3. Status updates for each student

- a. *Matthew*
  - i. *Completed multiple responses (Issue #38), with working copy only requiring some changes at the the request of Matthew Berryman.*
  - ii. *Began research into Issues #34 and Testing of different LLM models. Ran into a roadblock, with figuring out the maximum number of appropriate requests to make to the API, without overcharging Matthew Berryman for requests.*
  - iii. *In terms of Issue #34, attempted to create a Local LLM, although ran into some issues to discuss at this meeting.*
- b. *Addy*
  - i. *No updates to provide*
- c. *Keefe*
  - i. *Acquired the API key for Spoonacular API.*

### 4. HSW update

- a. *Nothing to report*

### 5. Project risk register update

- a. *Nothing to report*

### 6. Budget update; requests for further expenditure

- a. *Nothing to Report*

### 7. Any further business

- a. *Keefe has been directed by Matt B. to use Spoonacular API instead of OpenMenu, due to the greater support outside of North America*
- b. *Matt B. has some changes requested for Issue #38 with Matt F. prior to it being completed. These were discussed, predominately being that they could cause issues for those in Beta testing.*
- c. *Despite some issues that arise with single word selections, Matt B. wants to continue to support single word selection, with the possibility of adding “would” as a keyword when a simple single word, such as “dog”, is causing random output.*
- d. *In regards to, a maximum number of requests that can be made to test the speed of response, Matt B. will get back to the group on a suitable number.*
  - i. *He does know we will have more on Bedrock than ChatGPT.*

- e. Matt B is not sure if it is worth continuing on Issue #34 due to the fact that Apple's own Apple Intelligence might soon be able to achieve much of the functionality, we are hoping to achieve in the development of a Local LLM option.
  - i. Rather the group can look at tuning the cloud LLM options to get better, more focused results from the existing tools.
- f. Matt B. agreed that there is some benefit in showing the selected terms, and when terms in a folder are selected. This has been created as an Issue for Addy for the coming fortnight.

#### 8. Review actions and tasks for upcoming week

- a. *Addy has been provided Issue #50 to complete in the fortnight.*
- b. *Matthew F. hopes to have some sort of speed testing of a model (or more than one) done in the next fortnight.*
- c. *Keefe now has access to the Spoonacular API and should begin progress this fortnight.*
- d. See summary table on previous page.

#### Attachments

1. Status updates from each student (provided prior to meeting)

Student	Updates
Matt F.	<ul style="list-style-type: none"> <li>- Completed the issue #38, awaiting any changes required by M.B. on the PR.</li> <li>- Began researching how to execute Issue #3 of the ChatGPT branch, looking at using the suggested list of different models to test the "performance" (for now just the speed) of different models available. Little progress has been made in any code though.</li> <li>- I also began research into executing the tasks in issue #34 (Local LLM), with my current focus being on using a trained version of ChatGPT 2, which is apparently lightweight enough to execute the behaviour that is desired, whilst also doing a good enough job to hold over while offline. I see this solution as a safety net for the user, with it only switching to the local LLM when offline and relying on available online models when given the opportunity. At least, until a native LLM model for IOS is available that can achieve a more comparable performance offline. (I also see this issue as potentially being extended to merge with the multiple input functionality added in #38, to allow for the suggestion of 3 possible selections, one generated online, one via the local LLM, and one that has been selected previously).</li> </ul>
Keefe	
Addy	

