MEETING AGENDA

CS491 Team ID:	T2527
CS491 Project Name:	CollabHub

Date of Meeting:	19/12/2025	**Time:**	22:30

1. Meeting Objective
Project Progress discussion meeting 3

2. Attendance at Meeting			
Student ID	*Name*	*E-mail*	*Attended (Y/N)*
22203827	Tuna Göksal	tuna.goksal@ug.bilkent.edu.tr	Y
22103515	İbrahim Çaycı	ibrahim.cayci@ug.bilkent.edu.tr	Y
22201973	Yiğit Özhan	yigit.ozhan@ug.bilkent.edu.tr	Y
22101287	Moin Khan	edip.aras@ug.bilkent.edu.tr	Y
22203238	Ömer Edip Aras	edip.aras@ug.bilkent.edu.tr	Y
Instructor I	İlker Burak Kurt	ilker.kurt@bilkent.edu.tr	N
Instructor II	Mert Bıçakçı	mert.bicakci@cs.bilkent.edu.tr	Y
Supervisor	Ayşegül Dündar Boral	ibrahim.cayci@ug.bilkent.edu.tr	N

MEETING MINUTES

Write down the subjects discussed during the meeting and clearly indicate assigned tasks, actions planned, deadlines that is advised/planned to be executed below.

3. Topics, Issues discussed during the meeting and Decisions taken

1. The meeting started with the instructor explaining that first he will hear our progress ,did we further communicate with architectural students, added new features and after we explained our progress he will explain the demo and presentation process.

2. We explained that we have successfully connected the revit to our plugin and backend. We also stated that we mostly completed the basic structure of our frontend, created our tables, dockerized the project and now working on the backend part. We also mentioned that we further communicated with architecture students and they stated that other similar programs are either not much reliable or too expensive for students. We explained they really liked the merging feature we promised and stated it is something that would be really useful for them.

We followed up with some similar tools we found but they are either too expensive or do not provide reliable branching or merging features.

3. Finally we stated that our next goal is to be able to successfully extract a .rwt file and store it in our tables which would create a basis for functionality of a person creating a project pushing it and then another user pulling that project and being able to work on it.

4. The instructor liked our current progress and stated that the other similar tools being not reliable, expensive and not providing a branching system like we proposed are enough to justify our project.

5.After that the Instructor started explaining the demo and presentation process. He stated that everybody on the team is expected to talk for similar durations. He also explained that usually the presentation takes about 5-6 minutes and most of the time is left for the demo where we can either show the current functionality live or use a prerecorded video and finally a 2-3 minute Q/A. Instructor also warned us that if we exceeded the 20 minute limit they would cut our demo and move to the next group.

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4. Next Meeting (if planned)			
Date:		Time:	
Objective:			

Please fill this form,convert it to pdf and rename it,then submit it to course advisors & supervisor via e-mail, no later than 24 hours after the meeting.
**Naming of the document: TeamID_MeetingMinutesReport_MeetingNo_Date_documentversion.pdf*
(Example: T2301_MeetingMinutesReport_01_15102023_v1.pdf)