11-877 Advanced Topics in Multimodal Machine Learning
Synopsis Leads - Instructions

A central learning component of the course 11-877 Advanced Topics in Multimodal Machine Learning is the weekly discussions in small group settings. To ensure that knowledge gained during these discussions is properly summarized and shared with the research community, we select 2 students each week to be Synopsis Leads. The synopsis leads have two main tasks:

1) **Note taking:** During the main part of the discussion sessions, reading leads are expected to take notes about the main discussion points, in collaboration with the synopsis leads. Each discussion group will have one reading lead and synopsis lead. It is suggested to alternate every 15 mins between them. When taking notes, you should try to be as objective as possible, including all points of view, even if you agree or disagree about it. When writing discussion points, make sure that they are written in a constructive and polite way (e.g., using words like "improvement" or "future additions" instead of "wrong" or "bad"). If a point is discussed in depth, this should be noted, including as many of the expressed views as possible. These notes will be shared with all students, but not shown outside the classroom.
   - **Deliverable and deadlines:** Synopsis leads are in charge of aggregating the notes and posting them on Piazza before Sunday 8pm. These notes will only be shared internally with students of the course. (3 points)

2) **Synopsis:** The main work for synopsis leads is to create a coherent synopsis of the discussions. The synopsis should be mostly about the research probes, and less about summarizing the specific papers that were assigned that week. Both synopsis leads are expected to work together to create one synopsis for both discussion groups. While many points will have been discussed, it is good to prioritize observations and comments that happened in both groups. The goal is to create a synopsis of about 1-2 pages. You should try to use figures, tables or drawings as often as possible. The goal is to share this synopsis publicly, so that other researchers can learn from this experience. Try to be as succinct as possible, creating an overall narrative over the discussion points. Be sure to not include identifiable information in the synopsis (e.g., no student names). When creating the synopsis, try as often as possible to emphasize future research directions that
   - **Template:** https://www.overleaf.com/read/mfctpvbszthx, make a copy and use combined.tex
   - **Deliverable and deadlines:** Both synopsis leads are expected to work together on the same synopsis document. It is suggested that they plan to meet soon after the discussion sessions to share notes and discuss the overarching story of the synopsis. A complete draft of the synopsis should be shared with all students on **Piazza** before **Thursday 8pm ET** (the Thursday after the discussion session). Synopsis leads should also submit an overleaf edit link + pdf on **Canvas**. After

feedback from instructors and students, the synopsis will be posted on the course website. (7 points)