**Meeting Minutes**

Date: Mar 27, 2017

Place: Union House

Team: Dr. Stranger

Attendants: Jiacheng CHEN, Jiahuan HE, Jiayu WANG, Yiming JIANG

Brief: The team established an overall understanding of the problem, exchanged ideas about the timeline and targets at each stage, broke the tasks down and allocated the workload for each member for the next seven days.

1. **Timeline**

The whole period for development would be 4 weeks. We all agreed on the first week to work out a couple of elements that has lower dependencies, and then implemented all required functions on a working product by end of the second week. For week three, we planned to perform detailed testing on all aspects of the system and finally, writing reports in week four.

1. **Tools and Communications**

We decided to use Git to perform version control and created repository on Github. Besides, we would use our WeChat group as preferred communication tool, and we would hold a weekly meeting on every Monday.

1. **Project Decomposed**

We discussed the basic client-server model of the system, and decided to start with a simple client, which would deal with basic command and server connection. As for the server, we planned to start with the six basic functions, which is PUBLISH, SHARE, QUERY, EXCHANGE, FETCH, REMOVE.

1. **Task Allocation**

Jiacheng CHEN : PUBLISH and SHARE function

Jiahuan HE : FETCH and REMOVE function

Jiayu WANG : QUERY and EXCHANGE function

Yiming JIANG : Client side and debugging whole system