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| Meeting minutes | | | | |
| Date | 25 Oct 2019 | Time | 14:00-16:00 | |
| Place | TB 228 | Recorder | Jiahui ZHONG | |
| Type of meeting | Project workshop | | | |
| Attendance | Jiahui Zhong | | | |
| Absent（reason） |  | | | |
| Late（reason） |  | | | |
| Meeting Agenda | | | | |
| Agenda  1. Done  a. Project proposal.  b. Text report of work which has been done till now.  c. Slides of text report.  2. To do  a. Poster.  b. Review paper.  c. Methods paper: new data sets, optimize model structure.  d. Website set up.  3. Current issues  a. Draw two figures for methods paper.  b. Major changing form.  c. Programming.  4. Other issues  5. Items for next meeting | | | | |
| Meeting minutes | | | | |
| 1. We met lady Jessica from baby care company and shared poster template.  2. Xiang gave a presentation about her 6 pages slides on her project.  3. Explain the project whole story to Bangrui and Haoguo.  4. Set up website. | | | | |
| To do Items | | | | |
| Task | | | | deadline |
| Methods paper | | | | 2019-12-31 |
| Review paper | | | | 2019-11-5 |
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