Agenda

MCI project meeting: Week4 Meeting

Project Group No.: 23

Meeting time: From 10:00am to 12:00pm, 24th March 2020

Meeting site: Wechat video meeting (at home)

Chair: Ying Wang

Secretary: Ying Wang

1 Apologies

None.

2 Presentation

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Ying Wang, Yiru Li, Jin Zhou
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2.1 Teamwork adjustments in response to the CoViD-19

Under the current situation of CoViD-19, we shall switch to online meeting instead of face-to-face meeting (e.g. Wechat, Zoom, or Skype).

2.2 Discussion on the adjustment of the project management plan

Weekly group meeting will be held online. Pitch presentation will be recorded as a video. Other allocation of project tasks and roles may not be affected.

3 Discussion on the draft pitch presentation slides

What do we do? Why do we do this? Example of sentiment analysis app. Product technology route.

4 Other Issues

Questions Business case and draft plan.

Note: Next meeting will be held on 30th March 2020.