**Agenda**

**MCI project meeting:** Week 5 Meeting

**Project Group No.:** 23

**Meeting time:** From 9:30am to 11:00am, 30th March 2020

**Meeting site:** Ingkarnii Wardli

**Chair:** Yiru Li

**Secretary:** Yiru Li

**1 Apologies**

None.

**2 Presentation**

Ying Wang, Yiru Li, Jin Zhou

**2.1 GitHub repository file upload**

Upload relevant project management documents to git.

**2.2 Discussion on the meeting with supervisor last Friday**

Review the meeting with supervisor last Friday. Discussing on some important points of the meeting content.

**2.3 Tools for this project (programming language)**

**3 Project management plans**

**3.1 Discussion on technique detail with group member**

**3.2 Demonstrate individual achievement to the group**

Make necessary demo or presentation to other group members.

**3.3 Discussion on Business Draft plan**

Determine what is our project objectives? How are we going to achieve our project objectives? How could our project make advantages to human? Why does business need our program?

Weekly group meeting preparation and minutes shall be allocated to each team member.

**4 Other Issues**

Questions Business case and draft plan.  
**Note:** Next meeting will be held on 6th April 2020.