**Meeting Time:** 10:00 -11:00 am May 30, 2023

**Attendees:** Xia Jiang, Peilin He

**Agenda**

1. We reviewed the progress from last week. Peilin spent time and effort to install the package, start writing a read.me, and get familiar with the program.
2. Discussed and fixed issues.
3. Reviewed, edited the readme file and provided comments.
4. Give Peilin authority to access our MongoDB and AWS accounts.
5. work assignment.

**Progress made in the past week.**

**Issues/Questions/Comments**

If you can’t find any files that you need to conduct your work, please check with Dr. Jiang immediately.

**Ongoing tasks that cover more than a week**

IMedbot development and maintenance.

Develop, upgrade and maintenance a READ.ME file at the developer level

Develop a user manual that can be download by a user from the frontend.

**Specific tasks for the coming week**

1. Conduct testing of iMedbot repeatly as a user, and record the errors/problems/ imperfections.
2. Continue to understand the code and get familiar with the program at the “developer” level.
3. Make revisions based on 2). For big issues, you can report in next meeting. We can decision together what will do about them.
4. Record what you do and so we can test during the next meeting.
5. Work on the readme.me file based on 1), 2) and 3).
6. Start working on a user manual
7. Keep in mind HCI (Human-Computer Interactions).

**Less urgent specific tasks**