**Team Logbook**

**Meetings**

Seventh Meeting

Monday, 11th of September 2023

Decisions:

* Consensus on meeting schedule
  + Tuesday 9:00-10:30 (optional- if need be)
  + Thursday 9:00-10:30 (mandatory)
* Consensus on adding two features
  + email reminder after buyer places an order.
  + back-end interface for management by logging in as customer administrator.

Work:

* Yao Wu was responsible for the seventh meeting minutes.
* Zheng Xue uploaded the sixth meeting minutes to GitHub.

Eighth Meeting

Thursday, 14th of September 2023

Decisions:

* Consensus on changing the logo.
* Consensus on making unified font.
* Consensus on the function of search
* Consensus on adding a promotion section
* Consensus on facebook log-in

Work :

* Chunmei was responsible for the eighth meeting minutes..
* Le Le uploaded the first group Deliverable1 to GitHub.
* Le le uploaded the first group Team-Log to GitHub.
* Zheng Xue uploaded homepage UI design to google cloud.

Ninth Meeting

Saturday, 16rh of September 2023

Decisions:

* Further reach consensus on UI design

1) The style and color of website design include font style and size

2) System administrators add, delete, modify and check product functions, and issue promotions

3) Change website title

4) Add “all category” to navigation

5) Discuss business process issues and prepare for client meetings

6) Add sliding functionality, such as adding a "Next" button

7) How should category pages be displayed?

8) Ask about product types, that is, the approximate number of styles in each category

9) Contents of order inquiry form

Work:

* Lele was responsible for the ninth meeting minutes.
* Chun Mei uploaded the eighth meeting minutes to GitHub.
* Lele uploaded the UI design drawing to Google Cloud
* Shunzi uploaded the UI design drawing to Google Cloud
* Yao Wu uploaded the UI design drawing to Google Cloud
* All members prepare to the meeting with client

Tenth Meeting

Sunday, 17th of September 2023

Decisions:

* Reach a consensus with the customer:

1.Customers ultimately prefer golden tones.

2.The photo style should be as unified as possible.

3. Add search bar.

4.There are two styles of order form, the customer chooses the one with drop-down.

5.Customers provide the final version of the FAQ to replace our demo version

Work:

* Yao was responsible for the tenth meeting minutes.
* Le Le uploaded the ninth minutes to GitHub.
* Yao made the FAQ examples to communicate with customers during meetings

Eleventh Meeting

Monday, 18th of September 2023

Decisions:

* Consensus on functions of customer back-end management system.

Add, delete, modify and check products, including product quantity

* Consensus on Providing customers with an entrance to log into the back-end in a hidden location on the homepage.

Work:

* Chunmei was responsible for the eleventh meeting minutes.
* Lele create a group to confirm the requirements to the client
* Shunzi confirm the image type to the client
* Yao uploaded the 7th,10th meeting minutes to github.
* This week, Yao uploaded the group Deliverable2 to github
* Yao uploaded the Team Log