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| meeting Minutes | |
| SYSTEM development | |
| Date: | September 5th |
| Time: | 08:30 AM |
| Recorder of the Meeting: | Zheng Xue |

# In attendance

LELE WEI, YAO WU, ZHENG XUE, SHUNZI YAO, CHUMEI ZHANG

# Approval of minutes

# reports

* Discussion Points:

1. Discuss first deliverable documentation.
2. Discuss the following prospects of the project:

1) After our discussions and vote, we decided e-commerce as our project.

2) We decided to use Java as the programming languages for the project and we also discussed technology of Spring Boot, React, API.

3) We discussed our project plan and the preliminary project plan is divided into 7 phases.

4) We discussed writing our Questionnaire and to meet our client.

* Next Steps:

1. Analyze business processes and requirements and write questionnaire.
2. Meet client.
3. Define technical skill and self-learning plan.

# Next meeting

## Next meeting will be held on September 6th .

Motion to adjourn was made at 10:00 a.m. and was passed unanimously.