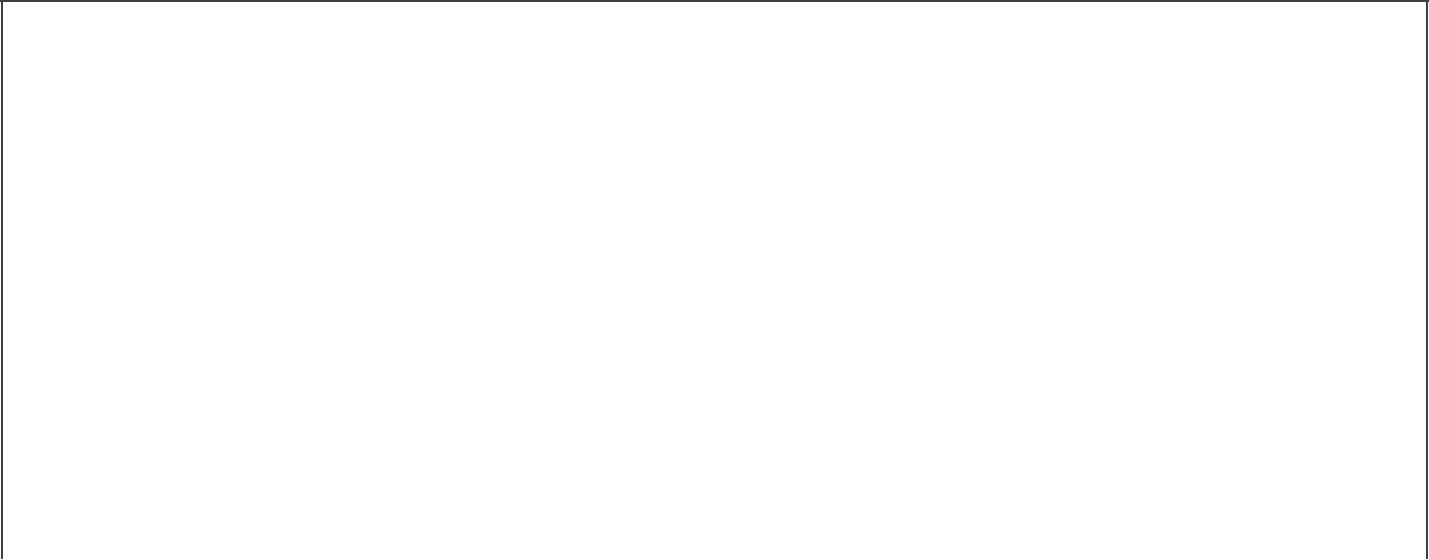
|  |  |  |
| --- | --- | --- |
|  | AUT R&D Project 2019 |  |
| **Meeting Information** | Meeting Minutes |  |
|  |  |
|  |  |  |
| Meeting Title (Times): | eighteenth meeting (18th) |  |
|  |  |  |
| Date of Meeting: | 4 Mar 2019 |  |
|  |  |  |
| Venue: | Sainan 304 |  |
|  |  |  |
| Minutes Prepared By: | Congyu Cai |  |
|  |  |  |



1. **Purpose of Meeting**
   * Check process of this project
   * Answer the question of programming
   * Check the documents for the mid-term project



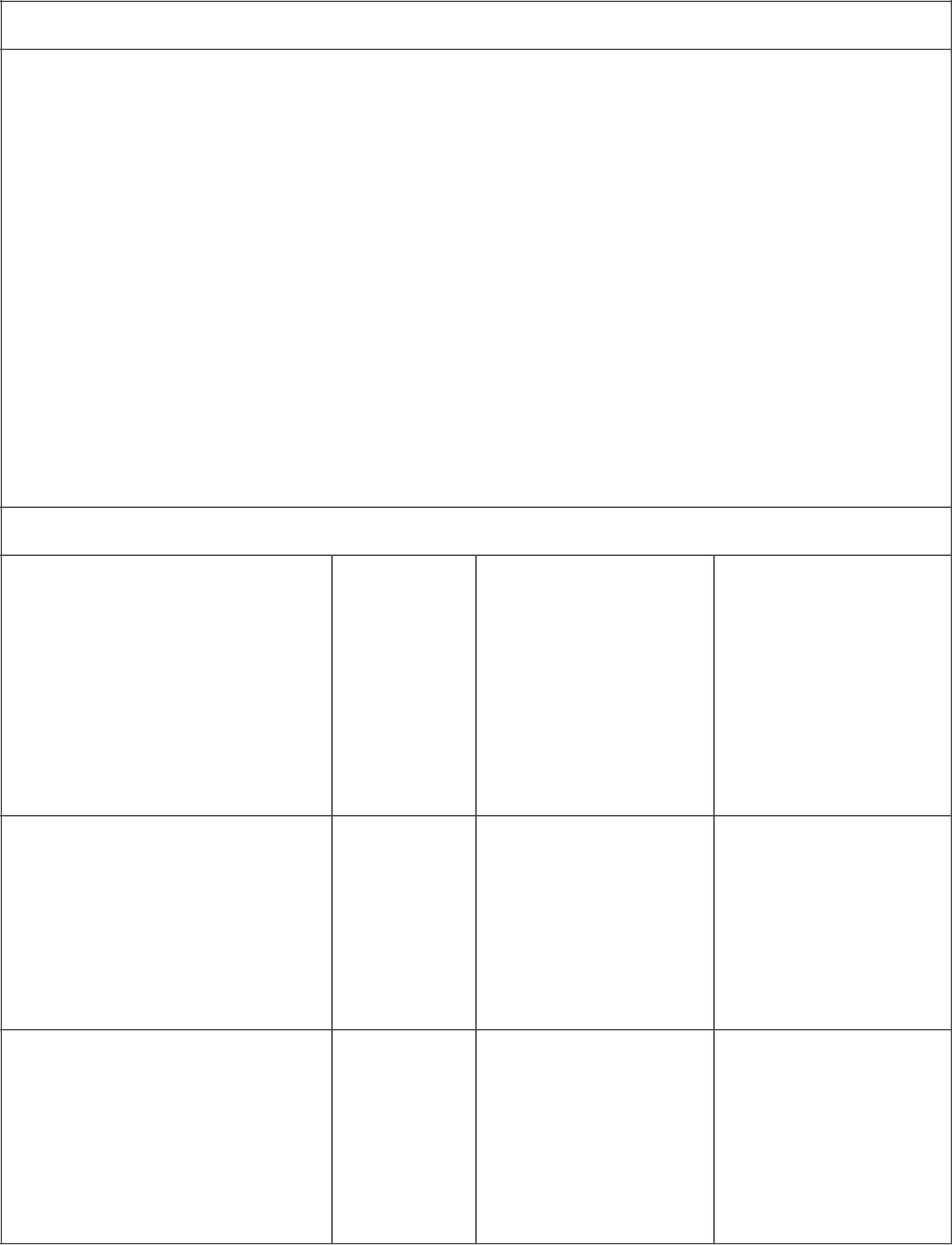
**2. Attendance at Meeting**

|  |  |
| --- | --- |
| **Name** | **Roles** |
|  |  |
| Huijuan Lu | Instructor |
|  |  |
| Minchao Ye | Instructor |
|  |  |
| Congyu Cai | Researcher/Software Developer |
|  |  |
| Zhangyi Shen | Researcher/Software Developer |
|  |  |
| Ren Bin | Researcher/Software Developer |
|  |  |
| Ying He | Researcher/Software Developer |
|  |  |

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AUT R&D Project 2019

Meeting Minutes



1. **Meeting Notes, Decisions, Issues**
   * **Check process of this project**
   * Discuss the coding about the whole project
   * **Answering the question of programming**
   * Changing the connection of database
   * Creating some new layout
   * Finishing the coding
   * **Resetting the work**
   * He Ying is assigned to back-end of Web Administrator

**4. Action Items**

|  |  |  |  |
| --- | --- | --- | --- |
| Action | Assigned to | Due Date | Status |
|  |  |  |  |
| Changing database(the old | Congyu Cai | 11 Mar 2019 |  |
| one cannot used in internet |  |  |  |
| based project ) |  |  |  |

|  |  |  |
| --- | --- | --- |
| Writing the document | Zhangyi | 11 Mar 2019 |
|  | Shen |  |

|  |  |  |
| --- | --- | --- |
| adding some layout design | Bin Ren | 11 Mar 2019 |

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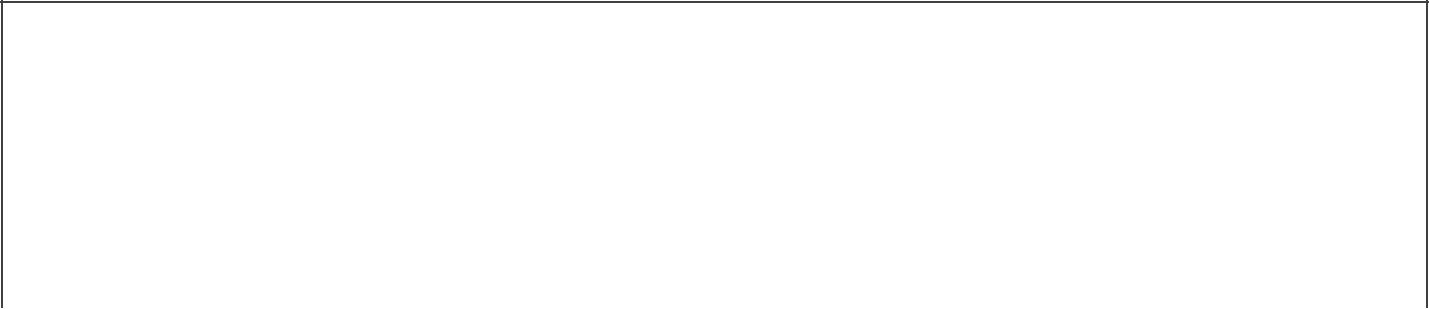
AUT R&D Project 2019

Meeting Minutes



**3. Meeting Notes, Decisions, Issues**

|  |  |  |  |
| --- | --- | --- | --- |
| Finishing the coding work of | Ying He | 11 Mar 2019 |  |
| back end |  |  |  |
|  |  |  |  |



**5. Next Meeting**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Target Date:* | *Next week* | *Time:* | 15 Mar | *Location:* | Sainan 304 |
|  |  |  | 2019 |  |  |
|  |  |  |  |  |  |
| *Objectives:* | Communicate with Ms.Lu and Mr.Ye about the coding process. | | | | |
|  |  |  |  |  |  |

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