# **Meeting Information**

| Meeting Title (Times): | Seventh meeting (8th) |
| --- | --- |
| Date of Meeting: | 24 Dec 2018 |
| Venue: | Sainan 304 |
| Minutes Prepared By: | Bin Ren |

|  |
| --- |
| 1. Purpose of Meeting |
| * Check the database design. * Schedule the tasks to be completed next week. |

|  |  |
| --- | --- |
| 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 |

| 3. Meeting Notes, Decisions, Issues | | | |
| --- | --- | --- | --- |
| * **Check the database design of our project .** * Check the database tables and the primary key.   In this week, team members need to finish the register and login models. It suppose to connect the database and be able to use. It would be better to finish all the page components design. | | | |
| 4. Action Items | | | |
| Action | Assigned to | Due Date | Status |
| Complete the register and login models | Congyu Cai | 31 Dec 2018 |  |
| Complete the register and login models | Zhangyi Shen | 31 Dec 2018 |  |
| Complete the register and login models | Bin Ren | 31 Dec 2018 |  |
| Complete the register and login models | Ying He | 31 Dec 2018 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 5. Next Meeting | | | | | |
| *Target Date:* | *Next week* | *Time:* |  | *Location:* | Sainan 304 |
| *Objectives:* | Communicate with Ms.Lu and Mr.Ye about register and login models. | | | | |