

# GuideXP TechLauncher Group Meeting Minutes

Meeting No. 1  
1.30pm, Hancock Library  
March 10, 2019

## Attendees:

Liang Hong	u6303287
Rutai Sun	u6227336
Danny Feng	u6611178
Yuanze Niu	u6401780
Yu Qiu	u6063921
Kelin Zhu	u5746358

## Agenda:

- 1): Set up a project repository
- 2): Assign project roles to each team member
- 3): Prepare the presentation for the 1st audit
- 4): Check off audit 1 requirements

## Discussions

During the meeting, we completed the slides that our team would present on the audit. Because of the time constraints and consistency, we decided only two of our team members would be speaking during the presentation.

We also discussed our intended roles in the project based on our interests and skill sets. Because of the nature of the project, our team members are either working front-end or back-end. We then came up with a general assignment based on that.

On our first meeting with clients on Thursday, clients mentioned IP (Intellectual Property) agreement, and that they would send us a copy to sign. We hadn't received them at the time of the group meeting held, so we made an inquiry to the clients on Slack on this matter.

For the time being, we have set up our project repository on Google Drive and we will use google drive to store most of the relevant documents. However, when we start coding and using vision control, we will then decide where to store our codes.