**Meeting Minutes**

**Date: October 10th, 2023**

**Participants:**

Yidan Ma, Yuqi Peng, Ruilin Zhang

**Location:** Student activity center

**Chairperson:** YidanMa

**1.Meeting Purpose:**

Students from the three majors get together to test the results of their work and try to combine the work of the three majors, finally assign work to members of each group.

**2.Meeting Agenda:**

1) First of all, the person in charge of each major introduced their own work and completion, as well as the content that requires the cooperation of other majors. Students from Telecom design and build an automatic robot hardware with some some functions. Students from loT constructed an object detection software. Students from E-Commerce made database management and web visualization.

2) Secondly, the group members discuss how to achieve the final requirements and assign tasks.

**3.Discussion Points and Conclusions:**

1)Progress update and required cooperation:

Each major provided an overview of their work and progress towards meeting the final requirements and discuss the challenges involved in integrating the hardware, software and database components were discussed

2)Task assignment and coordination:

The group members discussed the specific tasks required to achieve the final outcome and assigned responsibilities to individuals based on their areas of expertise. A timeline was established, and deadlines were agreed upon for each task to ensure that the project stays on track.

**4.Action Items:**

Each major will work on their respective tasks and provide regular progress updates to the rest of the team.

The group will meet regularly to review progress, discuss any issues that arise, and coordinate efforts.

Team members will communicate frequently and collaborate closely to ensure a successful outcome.

**5.Next Meeting:**

The next meeting will be held when problems are encountered during the merger process and the exact date and time will be determined by the three majors