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| **Meeting Minutes of Team 07** | |
| **Venue:** DB-C05 | **Meeting date:** 2021/03/24 |
| **Start time:** 12:30 | **End time:** 14:00 |
| **Attendance:**   * Qicheng CHEN * Longwen HU * Sihan LU * Chunlong ZHENG * Yanbing LUO * Zhuopu WANG | |
| **Late:** None | **Absence:** None |
| **Business from the last meeting:**  None | |
| **Opening remarks:**  This meeting took place immediately after the GRP lecture. | |
| **Content** | |
| **Item 1: Prepare Final Report** | |
| We came up with several sections we need in the report:   * User requirements * Design * Software quality * Interface * Expectation and actual result of our software * Testing report and test case   Most of them need only some extensions in our interim report, so we decided to review and see if we can extend sections that was written by the team members. | |
| **Work allocation and deadline:** | |
| **Name** | **Work and deadline (including remarks)** |
| None | None |
| **Minutes taker:** Qicheng CHEN | |