

2020-01-21

# WEEKLY MEETING PLAN

## 1. SCHEDULE

Make a rough schedule for the whole project.

### Contents

- i. Review the major jobs of the project, then split the jobs to smaller tasks;
- ii. Set some milestones on the schedule and deadline for each task.

## 2. WORKS THAT HAVE BEEN DONE

Review all the works that have been done so far. Make sure all the members understand the meaning and progress of these works.

### Done list

- i. The main functions of the website is described by a flow chart;
- ii. The web server is been setup with a MySQL installed;
- iii. The Django is been deployed on the web server, which will be the framework and “prototype” of our website.
- iv. The group and project on GitLab is been setup with all the members in it.

## 3. PLAN FOR THE NEXT WEEK

Make a detailed plan for the next week, and assign major tasks for each member.

### To do list:

- i. Time line on GitLab group: Milestones, task list;
- ii. Document of requirements: describe basic functions of website;
- iii. Technical things: Frontend learn how to use BootStrap on Django, design a basic style for the website; Backend learn how to realize functions and connect to DB with Django, write a register and login system.