Minutes of the Eleventh Client Meeting

Group 5

Friday 26th May 2023

Chair	**Chang Liu**
Secretary:	**Kaini Chang**
Members	Yang Su Wanxia Yang Shuxiao Peng
Apologies	None.

1 Time and Place

2:30-3:30 pm on 26th May 2023.

The location is IW room 4.62.

2 Quorum Announcement

The Chairman announced that all people were present, and that the meeting was ready to proceed with its business.

3 Summary of previous meeting

- The team added features to both Manager and Student ends, including .csv file import for enrollment and multi-item borrowing.
- Email reminders were set up, but an email format is needed. Various testing methods were performed, and results are on GitHub.
- The final presentation was improved, and a task priority list was created.
- Milestone plans were adjusted to focus on modifying the Manager end and reset package management.

- Frontend development is ongoing with package and student management features.
- Backend development progresses well, with an updated database and a new auto-email function.
- Labman testing is underway, and files were shared with the client for feedback.

4 Topics of the Meeting

4.1 Review the enhanced error control from frontend.

Enhanced the error prevention from frontend through limiting the operation of users. Successfully prevent user from passing invalid parameters to backend to cause the crash of backend.

This part is credited by the client.

4.2 Adjust the request form according to the need of package.

The request form is adjusted according to the need of packages. This part is recognized by the client.

4.3 Showcase the automated email.

An automated email will be sent to the student's email inbox to notify the student to return the unreturned equipment 7 days before the due date. The client has seen the email content and give recognition.

4.4 Review the progress of cancel page progress.

When the admin or students want to cancel the request, a cancel reason can be attached, which increase the traceability of cancelled request. The client deems this is a good design.

4.5 Showcase the student mobile end webpages.

A student web end has been built, which can allow students to login and send requests to borrow the equipment. In addition, the students will be able to see the announcement posted by the lab manager.

4.6 Advice of the client

- Add some icons into the student end navigation bar.
- The error messages need to be more readable to users.
- Hide the logout button of the student mobile end.

5 Other issue

None.

6 Adjournment

The next meeting is scheduled for Friday 2nd Jun 2023 at 2 pm. The team and client agreed to discuss any agenda items at that time.