

The eleventh MCI group Project client meeting will be held in

EngMath 4.15 at 2 pm on Friday 26th May 2023

Agenda

Chair: Chang Liu

Secretary: Kaini Chang

Members: Wanxia Yang, Shuxiao Peng

1. Apologies

None.

2. Summary of Previous Meeting (Week 11)

- 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.

3. Group progress report

3.1 Progress of course and package

3.2 Progress of student end

3.3 Progress of automated email notification

4. Milestone Progress Assessment

- 4.1 Analysis of progress against milestone2.
- 4.2 Identification of any adjustment required.

5. Next Steps and Action Plan

- 5.1 Poster presentation material preparation
- 5.2 Demo preparation
- 5.3 Finalize the project

6. Questions and Open Discussion

Check the client's requirement and satisfaction

7. Wrap-up and Conclusion

- 7.1 Summary of key takeaways and agreements reached
- 7.2 Confirmation of follow-up actions and next meeting