

The fourth MCI group Project client meeting will be held in IW room 4.62 at 10 am on Wednesday 22 March 2023

## Agenda

**Chair:** Chang Liu

**Secretary:** Shuxiao Peng

### **1 Apologies**

None.

### **2 Presentation**

None.

#### **2.1 Functional requirements and Presentations in Last Meeting**

Discussion on database building and cloud deployment. SQL should be used to build up the database. LabMan – Web should be the priority. We should first focus on the functions regarding lab manager.

#### **2.2 Problems and solutions**

Initially we had problem with the accuracy of phrasing in pitch slides. After communicating with our client, we managed to improve this. We ensured that what is included in the pitch slides was exactly what our client wants.

### **3 Requirements Elicitation**

Functional requirements collected:

3.1 Make the functions and advantages of this website clearer.

3.2 Uniformize the format of the whole pitch slides.

3.3 Improve the pictures in the slides to make the slides more understandable and concise.

3.4 Improve slides' notes and ensure this delivers the requirements of the client.

### **4 Other Issues**

None.

**Note:** Next meeting will be held on 29 March 2023