GuideXP TechLauncher Client Meeting Minutes

Meeting No. 7

6:00 pm, 1 Moore St Civic

August 25, 2019

Meeting Chaired by Client, Open at 6:05PM

# Attendees:

Jayden Castillo Client

Irenez Zhen Client

Liang Hong u6303287

Rutai Sun u6227336

Danny Feng u6611178

Yuanze Niu u6401780

Yu Qiu u6063921

Kelin Zhu u5746348

Tianai Qiu u6744700

# Agenda & Discussions:

1. Around the room, everyone states what they worked on last week. Review Trello board and what was achieved last week.

Every team member contributed, completed most of their tasks, and discovered several further sections.

1. Questions of several tasks.

We have a disagreement about developing the upload website and the exhibition pages, still need to discuss about this

1. Plan work for following week. (Discuss with the clients, only four days.)

Keep in process of some current tasks.

1. Audit Presentation report.

We show our clients the audit presentation draft. Jayden gave us some suggestions:

a). Focus on the Main Point.

b). Practice.

1. Client Audit presentation participate time confirm.

6:00pm, 28 August 2019.

Confirmed with clients and shadow team.

