Record of the Forth Oral Meeting

|  |  |  |  |
| --- | --- | --- | --- |
| Date of Meeting | 2018/10/16 | Time | 8:00 – 12:00 |
| Location | New Main Building of Beihang University | Minute Taker | Xutong |
| Present | Xu Tong（Tester） abbreviated as XT  Li Cong（Librarian）abbreviated as LC  Zhao Jiaqiang（Systems analyst And Project manager）abbreviated as ZJ  Zhang Enming（Systems designer And Project developer） abbreviated as ZE | | |
| Apologies | N/A | | |

|  |  |  |
| --- | --- | --- |
| Item | Team member | Timescale |
| Conclusion for last work | All | 8:00 – 9:30 |
| Discussion/Action | | |
| ZJ: I am very glad to see you guys. From we get started on this project. We’ve almost finish the beginning of our program. Today, we need to talk about what we have done right now.  LC: I have done the visual part. Licong take out a paper with his design of the user’s interface on it.  ZJ: Oh, that’s great. I think the only thing you need to change is the background picture.  LC: It’s my favorite NBA star.  ZE: Our leader is right. The target user is primary school student. We can just make the background picture as sample as we can.  LC: All right! I’ll change it in a short time.  (ZJ’s eye look at XT)  XT: I am already finish create tables of the database and some primary data and code of the database. The only thing we need to do is to create connection with our website.  ZE: You have almost done it ,XT. I think we can make connection in two weeks.  ZE: My turn, I am already finish most of the code for our website. Last week, I am working together with Licong. I feel good to finish it in a short time.  ZJ: Great! It seem like everyone finish your works. I am going to give all of you the information I research and the advice of our system. Let’s get to next topic. | | |
| Item | Team member | Timescale |
| Problems that facing in prepare process. | All | 9:30-10:30 |
| Discussion/Action | | |
| ZJ: Okay, so any problem you had face on last week? Let solve them together.  ZE: Not Any.  XT: Mee, too  ZJ: Good. LC, Do you have any problem?  LC: Emm. I am so sorry. The USB I purchased from ZhongGuancun is broke.  ZE: Omg. How was our data!  LC: Lost. I should not buy it in ZhongGuancun, there are so many cheater!  ZE: We need to do our works again?  ZJ: Don’t worry. I have most of your copy in my computer, and my recent research information have not update in Licong’s USB.  ZE: Me, too. The coding is in my computer, I do not have to do it again. How about you? Xutong?  XT: Well, the database first version is in my computer. I can finish it in one day. It is not so serious.  ZJ: It is so serious. Licong, I think you need to say sorry to everyone.  LC: I apologize. I am going to buy a USB in our school store. Whatever how expensive it is.  ZE: Okay, please remember your fault.  ZJ: Yes. Licong, Now, Let’s quickly get to next part. | | |

|  |  |  |
| --- | --- | --- |
| Item | Team member | Timescale |
| Works we need to do in next week | All | 10:35-12:00 |
| Discussion/Action | | |
| ZJ: This week we need some documents. We have four mission. I am going to give you guys’ different work to do.  ZE: Give me the most complex one please.  ZJ: Hahh, you know what Zhang? It’s my pleasure to working with you. Could you draw a Use case diagram for us.  ZE: It is a piece of cake.  LC: What should I do?  XT: And me?  ZJ: Don’t be worry about. XT, the database is your job. I think it is easy for you to make an ER-mode diagram. After you finish it, give the diagram to LC. LC, you should draw a class diagram.  LC: Okay. I waiting for your good news! XT.  XT: I’ll finish it as soon as possible.  ZE: Alright then.  ZJ: So, next Tuesday for our fifth meeting. It’s that ok?  XT: I am ok.  LC: Me too.  ZE: I need go back to my hometown, but I think I can come back on that day.  ZJ: Okay! See you.  All: Bye. | | |