**Meeting Minutes**

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| **Meeting Title: feature iteration** | | |
| **Number of Meeting:**  4 | **Meeting Date:**  6th Aug | **Meeting Time:**  10:00am ~ 12:00am (GMT+1) |

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| **Meeting Location** | WeChat Group |
| **Meeting called by** | Peng Gao |
| **Type of meeting** | General congress |
| **Facilitator** | Peng Gao |
| **Note taker** | Weibang Tang |
| **Timekeeper** | Weibang Tang |
| **Attendees** | Hao Fu, Peng Gao, Richard Zhang, Weibang Tang |

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| **No.** | **Agenda Item** | **Action** |
| 1 | < feature test and user test>   1. Peng and Hao shows the new functions and the tests to group and ask for suggestions 2. All members of team have discussed the feature. | Hao Fu  Peng Gao  Richard Zhang  Weibang Tang |
| 2 | < User research >   1. Hao and Richard do the user research based on the new function of website. 2. Do the user interview to ask their use experience 3. Peng and collected the interview record and modify the features to meet the requirement. | Hao Fu  Peng Gao  Richard Zhang  Weibang Tang |
| 3 | < iteration >   1. After reading the feedback of users, do the iteration. | Hao Fu  Peng Gao  Richard Zhang  Weibang Tang |