**Meeting attendees**

Yijun Zhou, Om Arora Jain, Xia Jiang

**Meeting time**

12:30–2:00 pm 2023.6.23

**Meeting Agenda**

1. Jiang introduced Mendeley Reference methods, and invited both Yijun and Om to libraries that Jiang established.
2. We discussed the content we should put in the Background section. Had disagreement in terms a term called “random search”.

**Progress made in the past week.**

**Issues/Questions**

**Comments**

**In terms of the plan for writing:**

**Overall Goal of the entire training session.**

1. Putting together the manuscript for SHGS? Will make a decision on Monday.
2. Develop a user manual for iMed.
3. Identify an good example of user manual as a way of learning.
4. Conduct user testing of iMed, and in the meantime start to develop an user manual for iMed.
5. Provide your feedback as a user to further improve iMed and fix errors.

**Specific tasks for the coming week**

Focus on the Goal 2)

**Less urgent tasks**