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| Meeting Minutes | | | | Date : 07/03/2022Time : 1300 - 1330Tool : Microsoft teams |
| Meeting called by: | Claudia Szabo (Client) | Type of meeting: | Client Meeting | |
| Note taker:Attendees: | Ying Liao  Ruwen Yi, Yuhao Wang, Yingyu Wei, Ying Liao | Apologies: | N/A | |

# Minutes

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| Agenda item: | Introduce the project | Presenter: | Claudia Szabo |

#### Discussion:

This is our first client meeting, the team would like to get know our project better.

* What it is?
* Who is our target audience?
* What it the project input and output?

#### Decisions:

* The objective of this project is to develop a tool for the Faculty of Computer Science in the University of Adelaide to visualize all the courses it offers and represent the relations based on major, pre-requisites or incompatibles. Additionally, has functionalities such as edit, add and search.
* Our project aim for course directors, which is Claudia Szabo.
* The project input will be degree finders listed on the webpage and the project output will be course Visualization with CRUD functionalities.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Draft a requirement document | Ruwen Yi | 21th/Mar |
| * Specify the data scope of our project | Ying Liao | This Friday |

# Other Information

#### Arrangement:

Next meeting will be held online on 21th of March, 1300. The tool will be Microsoft Teams.

**Special Notes:**

Claudia mentioned we don’t need to wait the client meeting to update our progress, we can email her our progress and questions anytime.