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| [COEN6311 WEEK 5 MEETING minutes ] | |
| Location: | Library LB-311（Australia） |
| Date: | 19/02/2020 |
| Time: | 180mins |
| Facilitator: | Sun Ying ，Shaoxia Yang，Sijie Min，Yanhe Lan |
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# Agenda Items

1. discuss the user requirements and system requirement again according to the demands of Prof.
2. Discuss the user requirement model and system requirement model
3. Work together for Delivery 2.
4. Confirm team member’s mission of the next week

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| Action Items | Owner(s) | Deadline | Status |
| write system requirements model | Sun Ying | 21/02/2020 | Complete |
| Write requirements | Shaoxia Yang | 21/02/2020 | Complete |
| Write user requirements model | Yanhe Lan | 21/02/2020 | Complete |
| write meeting minute | Sijie Min | 21/02/2020 | Complete |
| study android studio. study java | All the people | 21/02/2020 | Complete |