

04

The MCI group meeting will be held on Tuesday 15th March 4:00 PM

Agenda

Team 05

Yiwei Zhang, Lei Jin, Shuchen Wu, Yen You Chew

Note taking for the agenda:

Shuchen Wu

Tuesday 14th March 2022

1. Role allocation

Roles allocation adjustment for project

2. Pitch preparation (Sprint 01)

2.1 Ideations about the pitch, what content should we have

2.2 Tasks break down for pitch presentation

2.3 Tasks allocation for pitch content

2.4 Deadline of works in pitch presentation preparation

2.5 Time for next meeting

Note: Sprint 01 task list (product)

Due to the client's medical reason, we did not hold the client meeting, we could not determine what to develop at the moment. There will be another group meeting after the client meeting, discussing the development of the product.