# Meeting Agenda and Minutes

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| Meeting # | 10 | Date | 16 Aug 2024 |
| Chair | N/A | Time | 1 PM – 2 PM |
| Minutes Prepared By | Joel Qian | Location | Teams |
| Attendees | Zhanerken Azimbayev  Feba Chacko  Qianqian Li  Ankita Narvekar  Joel Qian  Maryam Vettoor  Siting Xiang  Siyuan Zhou | | |

Agenda

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| Item | Description |
| 1 | Show the Figma prototype design to the client. |
| 2 | Ensure that the prototype design aligns with client requirements. |

Minutes

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| Item | Description |
| 1 | The frontend group showed the frontend prototype design. |
| 2 | Feba and Maryam confirmed the prototype design and gave suggestions for better user experience. |
| 3 | Siyuan shows the ERDs of database design. |

Actions to Take After Meeting

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| Item | Person | Description |
| 1 | Ankita, Qianqian, Siting | Improve prototypes and decide the frontend framework for implement. |
| 2 | Zhan, Joel, Siyuan | Review and evolve the database design. |

Next Meeting

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| --- | --- | --- | --- | --- | --- | --- |
| Date | 19 Aug 2024 | | Time | 5:30 PM – 6 PM | Location | B. J. M. Library Room 7 |
| Agenda | 1 | Reporting on meetings with clients and project progress. | | | | |
| 2 |  | | | | |