# Meeting Agenda and Minutes

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| Meeting # | 15 | Date | 5 Sep 2024 |
| Chair | N/A | Time | 5:30 PM – 7 PM |
| Minutes Prepared By | Joel Qian | Location | Teams |
| Attendees | Zhanerken Azimbayev  Qianqian Li  Ankita Narvekar  Joel Qian  Siting Xiang  Siyuan Zhou | | |

Agenda

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| Item | Description |
| 1 | Demonstrate all the functions and UI design. |

Minutes

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| Item | Description |
| 1 | Every member shows their work to the team. |

Actions to Take After Meeting

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| Item | Person | Description |
| 1 | Ankita, Qianqian, Siting | Attach backend to the frontend. |

Next Meeting

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| --- | --- | --- | --- | --- | --- | --- |
| Date | 6 Sep 2024 | | Time | 1 PM – 2 PM | Location | Teams |
| Agenda | 1 | Show the implemented UI design and functions to the client. | | | | |
| 2 | Ensure that the pregress aligns with client requirements. | | | | |