Team Project

for

Meeting Diary

By Team 23-22

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Smit Navinkumar_2327596_sxn197
Zijun Li_2272583_zxl183

Week 9: Meeting 1	
Date	18-4-2023
Time	14:20-14:40(UK Time Zone)
Venue	Room 222 CS Building
Attendees	Meeting Chair: Christian Vergara Marcillo Other Participants: Gilead Bempah, Matthew Goulding, Zijun Li
Discussions	
Decisions Made	

Week 10: Meeting 1	
Date	25-4-2023
Time	14:20-14:40(UK Time Zone)
Venue	Room 222 CS Building
Attendees	Meeting Chair: Christian Vergara Marcillo Other Participants: Gilead Bempah, Matthew Goulding, Zijun Li
Discussions	
Decisions Made	

Week 11: Meeting 1	
Date	1-5-2023
Time	16:00-21:00(UK Time Zone)
Venue	Room 245 CS Building
Attendees	Gilead Bempah, Matthew Goulding, Zijun Li, Samuel Okasia, Smit Navinkumar, Bogdan-Marian Gheo- rghe
Discussions	
Decisions Made	

Week 11: Meeting 2	
Date	2-5-2023
Time	14:20-14:40(UK Time Zone)
Venue	Room 222 CS Building
Attendees	Meeting Chair: Christian Vergara Marcillo Other Participants: Gilead Bempah, Matthew Goulding, Zijun Li, Samuel Okasia
Attendees	In person: Gilead Bempah, Matthew Goulding, Zijun Li, Samuel Okasia In discord: Smit Navinkumar, Chance Egbon
Discussions	During the meeting, the TA reviewed the complete web application and provided explanations and suggestions for the M3 requirements. The team members then demonstrated the application and its implemented features, ensuring a comprehensive understanding of the project's progress.
Decisions Made	For the demo video, the team decided that each feature must be thoroughly explained, with the allocated time for each section controlled within 1 minute The login interface was identified as an area that still requires optimization for better user experience. When showcasing the different features, the team agreed to emphasize their practicality and ease of use, highlighting how each feature contributes to effective time management for the user.
Week 11: Meeting 3	
Date	2-5-2023
Time	14:30-(UK Time Zone)
Venue	Murray Learning Center
Attendees	In person: Gilead Bempah, Matthew Goulding, Zijun Li, Samuel Okasia In discord: Smit Navinkumar, Chance Egbon
Discussions	
Decisions Made	