Team's Communication plan for Concept Presentation

Group: #7

Group members: Yilin Pan, Xiaojing An, Weihang Ding

Section: 13 1:00 PM

Date: 10 Oct 2024

Communication plan:

We are going to meet twice a week to state our progress in the presentation: what our overall progress is, what we've done this week, and what we need to do next week. We will chat via Teams and WeChat about issues that we face or ask questions. We are all available from 4 PM to 6 PM on Tuesday and Thursday, so we will use these 2 timeslots to have in-person meetings. If someone hasn't responded to an email within 24 hours or to a chat within 24 hours, they'll be considered non-responsive. We're going to store our presentation materials at this link on GitHub: [page10/Presentation: documents for group 7 of Presentation for 5001 (github.com)](github.com)