

Formal Meeting 18

Project Name: Software Engineering Group Project of TEAM 9 – An Intelligent Digital Menu

Date of meeting: 09 Apr. 2018

Minutes prepared by: Longyue Gao

Charge time to: 30 minutes

In Attendance Zhuping YU, Longyue GAO, Weitao TANG, Yangsha XIE, Zhihao YING, Qian ZHANG (Supervisor)

Purpose

How to write the final report and individual report

Meeting Agenda

Follow the handbook

Separate your report

Meeting Notes, decision, issues

Next group meeting: 10:00 in Wed. (04.18)

Next formal meeting: discuss in WeChat group later.