

# Meeting Agenda

Location	Time	Attendance
PMB	4pm - 5pm 21/10/2021	All expected

## Agenda details

### I . Brief review of the current process

- What is done in this week
  - Use case diagram for different stakeholder.
  - Specific questions to the project's implement detail.
  - The outline of the requirement specification(the very first version).
  - The suggested development tool and platform.
  - The suggested language needed.
- ..

### II. Discussion about the problem/misunderstanding in the process

- Do we need material manager? (What is his privilege? See more in informal-minutes Oct31)
- ...

### III. Decide what need to be done in the following weeks

- Design the overall system structure(class diagram is preferred).
- Design the first version of low fidelity prototype.
- ...