Meeting Agenda

Prepared by

Fan Zhang

a1738078

Client: Yongzheng Xie Meeting time: 21/10/2021

Attending: Fan Zhang, David Wu, Tianlei Qi

Minute taker: Fan Zhang

Meeting duration:45 mins

Agenda content

# Overall Introduction – Fan Zhang

# Summary of last sprint

# Work division for the current sprint

1. Team corporation

# Framework building – David Wu

# Data and code refactor

# Readme writing

# Dependency requirements

# Reflection to this course - Tianlei Qi

# Project management

# Literature reading and understanding

# Deep learning process

# Career exploration

# Thanks for the opportunity school gave us

# Next Step

1. Ingenuity preparation
2. GitHub repository checklist

# Feedback

1. Get feedback from clients and discuss our next step.(15 mins)