# **Minutes of meeting**

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| Group Members  Ye Fuying  Liu Yibin  Pan Jiayao  Chen Jialing  Professor  Yan Ke | Meeting Date Start time:  1st December 2018 14:00  End time:  1st December 2018 16:00 | Meeting Topic/Objectives  Talking about how to drawing e-r figure and make the mock up which will be shown in the interim reply. |

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| Present at Meeting:  Professor Yan Ke  Ye Fuying  Liu Yibin  Pan Jiayao  Chen Jialing  Absent: |

Actions from this meeting.

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| **Decisions/Actions:**   1. Talking about how to drawing the e-r figure. 2. Everyone try to draw their ideal e-r figure in their own laptop. 3. Every team member shares his or her figure and make comments on others’ figures 4. Professor Yan tells us how to draw a good e-r figure.   5.Everyone put forwards ideas on the mock up which will be shown in the interim reply.  6. Q & A | **Who?**  All members  All members  All members  Professor Yan  All members  All members | **When by?**  During the period from 14:00 to 16:00 |