**AUT R&D Project 2019**

**Meeting Minutes**

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| **Group Members:**  Pan Jiayao  Chen jialing  Ye fuying  Liu yibin  **Professor:**  Yan Ke  Petteri Kaskenpalo | **Meeting Date:**  **Start time:**  7th March 2019 16:00  **End time:**  7th March 2019 18:00 | **Meeting Topic/Objectives:**  It was the time for us to do the informal mid review about our R&D project mainly for allowing Professor Petteri to know our updates and give our essential suggestions. |

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

**Actions from previous meeting:**

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| **Actions:**  1. Every team member shows what they have done before show the documents we have written.  2. Everyone reads the mid-project progress review requirements and assessment carefully.  3. Every team member shares his or her own ideas about the informal mid-review and what will be written in the mid-review report.  4. Professor Yan gives us some useful suggestions for the mid-review report and recommended several academic websites and articles.  5. Everyone is asked to go back and organize what they have done. Finally, Chen Jialing is concerned with putting these results together  6. Q & A | **Who?**  All members  All members  All members  Professor Yan  All members  All members | **Completed (Y/N):**  Y  Y  Y  Y  Y  Y |

**Actions from this meeting:**

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| **Decisions/Actions:**   1. We sat around a round table with petteri. We hand over our mid report and meeting minutes to petteri. Petteri browses our interim reports and meeting minutes.  2. Everyone reports to petteri what they have done.   3. Ye Fuying showed our functional interface to petteri, including login login interface, drinks and so on.  4. Petteri made recommendations for our interface, which was not new enough and lacked functional navigation.  5. Petteri believed that we should not be obsessed with image recognition. We should communicate with our customers and design new features from the customer's perspective.  6. Petteri hoped that we sped up the process.   1. Q & A | **WHO?**  ALL members  ALL members  Ye Fuying  Professor Petteri  Professor Petteri  Professor Petteri  All members | **WHEN BY?**  1,2,3,4 16.00-17.00  5,6,7  17.00-18.00 |