# Jasmine Meeting Minutes

2021/3/8

1. Call to order

**Lei XIA (1830026125)** called to order the regular meeting of the **jasmine workstation**  at **4:22pm** on **2021/3/8** in **T29-201**.

1. Roll call

**Zhenyu REN (1830026095)** conducted a roll call. The following persons were present:

**Lei XIA (1830026125)**

**Yiping GAO(1830026026)**

**Zhengyang SHEN(1730026092)**

**Zhenyu REN (1830026095)**

1. Approval of minutes from last meeting

**Zhenyu REN (1830026095)**read the minutes from the last meeting. The minutes were approved as read.

1. Open issues
2. Aggregate the questions in Question list 1.0 and classify them into different sections(Overall Description and Requirements ).
3. After discussing the product perspective and add three more questions about that.
4. Delete some unnecessary questions.
5. Update the Question list version 2.0.
6. New business
7. Ready to write the SRS of the product.
8. Continue to follow up the requirement from the customer.
9. Adjournment

**Lei XIA** adjourned the meeting at 17:50.

Minutes submitted by: Zhenyu REN

Minutes approved by: Lei XIA