

MEETING MINUTES Week 9 – CITS5206 Group 9

Date of Meeting: 23.09.2025

Location: Small Goods Gym

Minutes Prepared By: Chaewon Seo

1. Purpose of Meeting

1. Presentation of intermediate progress to client
2. Feedback on current progress
3. Schedule final presentation

| Name | Role | Student Number |
|-------------------|---------|----------------|
| Neethu Ann Mathew | | 24325709 |
| Chaewon Seo | | 23746416 |
| Sarthak Saini | | 24110857 |
| Iliyas Akhmet | | 24038357 |
| Chenglin Hou | | 24085253 |
| Small Goods Team | Clients | |

3. Meeting Agenda

| Sr.No | Item |
|-------|---|
| 1. | Had presentation of intermediate progress. ➔ Presented most of functional MVPs. Not fully done with display and live model edits. |
| 2. | Received feedback on progress. ➔ May consider force stopping the event to prevent unwanted disadvantage to athletes. ➔ May consider multiple days of events. (Responded by creating multiple events) |
| 3. | Scheduled final presentation. ➔ 7/10/2025 Online Meeting |
| 4. | Work on rest development. <ul style="list-style-type: none">- Iliyas: Implementation of live model editing- Sarthak: Frontend design for referee page- Neethu: Timekeeper page – Integration with Attempts model- Chaewon: Athlete page – Integration with Timekeeper page and add attempts functionality, Athlete login |

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| | <ul style="list-style-type: none"> - Jingtong: Implementation of live model editing - Tony: Display page – Adjust design and integrate with db - Chenglin: Implementation of live model editing and login user setup |
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| 4. Tasks for upcoming week | |
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| Sr.No | Item |
| 1. | Work on development tasks and finalise development. |
| 2. | Add issues & project items for this week's tasks. |
| 3. | Group Accountability document, MoM to be prepared and posted in Teams channel. |
| 4. | Arrange group facilitator meeting. |