

MEETING MINUTES Week 8 – CITS5206 Group 9

Date of Meeting: 16.09.2025

Location: Ezone North 202A

Minutes Prepared By: Chaewon Seo

1. Purpose of Meeting

1. Share current progress with team members
2. Discuss confusions.
3. Work on development.

Name	Role	Student Number
Neethu Ann Mathew		24325709
Chaewon Seo		23746416
Sarthak Saini		24110857
Iliyas Akhmet		24038357
Tony Chu		24074951
Chenglin Hou		24085253

3. Meeting Agenda

Sr.No	Item
1.	Update the group's progress and present the functionalities.
2.	Clear confusions and clarify the development structure. Discussed and decided how the detailed functionalities should work.
3.	Work on development. <ul style="list-style-type: none">- Iliyas: DSL and functionalities for admin page- Sarthak: Referee page – frontend, backend- Neethu: Timekeeper page – integration with db, adjustments discussed from meeting- Chaewon: Athlete page – integration with db, adjustments discussed from meeting- Tony: Display page – big screen display based on the shared youtube video- Chenglin: Login page – adjustments discussed from meeting- Jingtong: DB adjustments

4. Tasks for upcoming week

Sr.No	Item
1.	Arrange meeting with client for development progress follow-up.
2.	Add issues & project items for this week's tasks.
3.	Group Accountability document, MoM to be prepared and posted in Teams channel.