

# MEETING MINUTES Week11 – CITS5206 Group 9

Date of Meeting: 07.10.2025

Location: Ezone North 202B

Minutes Prepared By: Chaewon Seo

## 1. Purpose of Meeting

1. Final client meeting
2. Presentation of project
3. Discuss further plan

Name	Role	Student Number
Neethu Ann Mathew		24325709
Chaewon Seo		23746416
Sarthak Saini		24110857
Iliyas Akhmet		24038357
Jingtong Peng		24323312
Tony Chu	Online	24074951
Chenglin Hou		24085253
Small Goods Team	Online, Clients	

## 3. Meeting Agenda

Sr.No	Item
1.	Final presentation of project.
2.	<p>Receive final feedback and further development points.</p> <ul style="list-style-type: none"><li>• Athlete<ul style="list-style-type: none"><li>– Automatic page reload</li><li>– Weight update time condition</li><li>– Reps remove</li><li>– Break time - estimated between attempts</li></ul></li><li>• Timekeeper<ul style="list-style-type: none"><li>-Next athlete</li><li>-Orders</li><li>-remove</li></ul></li><li>• Display</li></ul>

	-small tables - bars, plates loading - break time between flights and events (defined in competition model)
3.	Discussion on development finalisation plan.

4. Tasks for upcoming week	
Sr.No	Item
1.	Arrange team meeting for final development.
2.	Send final demo video to client.
4.	Work on each one's development task
5.	Group Accountability document to be prepared and posted in Teams channel