Week 8 Meeting Minutes 4.27

Location: Online via Zoom

Date & Time: 27/4/2024 5:00 - 7:00 pm

Chair: ZIhan Peng

Minutes Taker: Zihan Peng

Attendees: Zihan, Zhenhao, Yuchen, Renjun

Absentees: None

Agenda Items

1) Determine the project requirements

Description: Determine the technology, structure and knowledge required for this project.

Discussion points:

Analyse the basic requirements of the project

Discuss the appropriate technology stack and framework

Determine the preliminary database design

2) Basic functional design of the project

Description: Design the basic functions required for the website.

Discussion points:

Define the user interface and user experience elements

Design the basic interface for login, registration and homepage

Discuss the functional requirements for implementing demand creation and response

3) User interface design

Description: Discuss and decide on the user interface design of the website.

Discussion points:

Colour scheme and layout

Use of icons and graphics

Consideration of responsive design

4) Database and backend architecture

Description: Discuss the backend architecture and database design in detail.

Discussion points:

Choose database mode and table structure

Discuss backend logic and API design

Security and data protection measures

5) Front-end technology and framework selection

Description: Determine the technology and framework used on the front end.

Discussion points:

Choose the appropriate front-end library and framework

Discuss the application of CSS framework

Discuss front-end routing and state management

6) Task allocation activities

Description: Break down the work and roughly assign it to team members.

Discussion points:

Roles and responsibilities of each team member

Preliminary task allocation

Determine iteration cycle and key milestones

Additional Information:

The chairperson and minutes taker for next team meeting will be Zihan

Reminder:

All members agree to move forward according to the established iteration plan. And complete their assigned tasks before the next meeting.