**Minutes of the 3rd Client Meeting**

Team 7

Thursday, 25th March 2021

**Chair**: Fangyu Yuan

**Secretary**: Haoyu Wang

**Attendance**: Chun Yee Herman Lai

Fangyu Yuan

Haoyu Wang

Zhendong Shi

Ian Knight

Team 8 members

**Minutes Prepared By**: Chun Yee Herman Lai

**Apologies**: Aditya Chourasia (Team 8)

**1 Time and Place**

The *3rd* client meeting for the Computing and Innovation Group Project was held via **Zoom** at **2:30pm on Thursday 25th March 2021**.

**2 Project Administration**

* Both teams need to consider interface to merge two components.
  + Team 8 decided to pass the data though local test file instead of database.
* Regarding to the Pitch presentation, provide detail-oriented examples.

**3 Lists of Tasks to do**

* Refine pitch presentation, business cases
* Milestone planning
* Standardizing text format and programming language with Team 8

**4 Adjournment**

The next meeting is a joint-group meeting with team 8 and will be held on Thursday 1st April 2021.

The meeting closed at 3:01pm.