**Minutes of the 8th Client Meeting**

Team 7

Thursday, 6th May 2021

**Chair**: Jinchen Song (Team 8)

**Secretary**: Chun Yee Herman Lai

**Attendance**: Chun Yee Herman Lai

Fangyu Yuan

Haoyu Wang

Zhendong Shi

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

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

**1 Time and Place**

The *8th* client meeting for the Computing and Innovation Group Project was held via **Zoom** at **2:30pm on Thursday 6th May 2021**.

**2 Purpose of Meeting**

The 8th meeting was to go over the milestone 2 plan with the client, we covered all the main activities that we will work on in the following weeks and ensure our client understand the process of the project. After we finished the milestone 1, we will be working on integrate our system with team 8 code.

**3 Meeting Agenda**

* Review milestone 2 planning
* Report Team progress
  + Task completion
  + Ongoing items
* Question
  + Is it acceptable for our client to execute the system through command line

**4 Lists of Tasks to do**

|  |  |  |  |
| --- | --- | --- | --- |
| *No.* | *Action items* | *Person Responsible* | *Due Date* |
| 1 | Implement API search function | Chun Yee Herman Lai | 14/5/2021 |
| 2 | Integrate parts from Team 8’s web-scraper | Chun Yee Herman Lai | 14/5/2021 |
| 3 | Milestone 2 planning | Chun Yee Herman Lai | 7/5/2021 |
| 4 | Implement API search function | Fangyu Yuan | 14/5/2021 |
| 5 | Integrate parts from Team 8’s web-scraper | Fangyu Yuan | 14/5/2021 |
| 6 | Milestone 2 planning | Fangyu Yuan | 7/5/2021 |
| 7 | Implement API search function | Haoyu Wang | 14/5/2021 |
| 8 | Integrate parts from Team 8’s web-scraper | Haoyu Wang | 14/5/2021 |
| 9 | Milestone 2 planning | Haoyu Wang | 7/5/2021 |
| 10 | Implement API search function | Zhendong Shi | 14/5/2021 |
| 11 | Integrate parts from Team 8’s web-scraper | Zhendong Shi | 14/5/2021 |
| 12 | Milestone 2 planning | Zhendong Shi | 7/5/2021 |

**5 Adjournment**

The next meeting is a joint-group meeting with team 8 and will be held on Thursday 13th May 2021.

The meeting closed at 2:54pm.