**The 4th MCI Project Meeting Agenda**

Team 7

*The 4th MCI group Project client meeting will be held via Zoom at 2:30 pm on 1st April 2021*

**Chair**: Chun Yee Herman Lai

**Secretary**: Haoyu Wang

**Attendance**:

Aditya Chourasia (Team 8)

Chun Yee Herman Lai (Team 7)

Fangyu Yuan (Team 7)

Haoyu Wang (Team 7)

Ian Knight (supervisor)

Jinchen Song (Team 8)

Luoyang Xing (Team 8)

Nivedita Potluri (Team 8)

Zhendong Shi (Team 7)

**Apologies**: None

**Review progress**

* Decided to pass the data though local text file instead of building a database
* Standardized text format and programming language (Python) with Team 8
* Completed Pitch presentation
* In progress on business case & milestone plan

Note: Next meeting will be held on 8th April 2021.