**Meetings on Teams**

28/4/2021  - Second Meeting

**Agenda**

1. Make sure the video and audio of each group member are normal before the meeting.

2. Something must be mentioned – about SparkPlus.

3. Schedule the time and agenda for the next meeting.

**Recording Link**

[https://web.microsoftstream.com/video/76c842c4-c72f-4783-9e16-5e99263b4c8d](https://web.microsoftstream.com/video/76c842c4-c72f-4783-9e16-5e99263b4c8d" \t "/Users/zhengsmacbook/Documents\\x/_blank)

**Actions**

1. The team members introduce their work in turn.

Miao Zheng – Have done the group website structure.

Shiqiao Xing – Have a brief understanding of his part of work.

Fengke Zhan - Have found the interviewee and come up with meaningful questions.

Zhihong Deng - The project idea has a clear goal and has completed part of the content.

Xinwei Li - Have a great understanding of what he is responsible for. Moreover, he has finished half of the work and can explain the content in detail.

Hao Gu - As a computer beginner, he sometimes has problems. But after unremitting efforts, the problems were solved by him. For the jobs he is responsible for, he has started searching for the ranking of each job.

2. About sparkplus, members have asked the teacher and got a clear answer.

3. Had a reservation for the next meeting, May 3rd, 4pm. (Beijing Time)