

MEETING MINUTES

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|--------------------|------------------------------|--------------------------------------|-------------------|
| Subject | Discuss Milestone 2 progress | Date | 14/07/2021 |
| Facilitator | Everyone | Start Time End Time | 10:00pm – 11:00pm |
| Location | Teams | Scribe | Taehwan |

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| Attendees | Everyone |
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Key Points Discussed

| No | Topic | Highlights |
|-----------|------------------|--|
| 1 | Agenda | Check everyone's progress and assign tasks |
| 2 | Topics discussed | Backend needs to be done by Friday. |

Action Plan

| No | Item | Person in Charge (PIC) | Target Date |
|-----------|--|-------------------------------|--------------------|
| 1 | Finish implementing store and card functions. | Taehwan | 15/07/2021 |
| 2 | Finish implementing simulator, generator functions. | Zhibo | 15/07/2021 |
| 3 | Finish implementing testing. | Zheyao | 15/07/2021 |
| 4 | Finish modifying UML diagram and assumptions | Qincheng | 15/07/2021 |
| 5 | Finish implementing store whole frontEnd and some backEnd functions. | Zhourui | 15/07/2021 |

Next Meeting

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|--------------|------------------------------|
| Date | 15/07/2021 |
| Topic | Discuss Milestone 2 progress |