

## Meeting Minute 2

<b>Program/Area:</b>	TechLauncher - Million Courseworks Students (19-S2-2-C Million)
<b>Meeting Date:</b>	01/08/2019
<b>Meeting Time:</b>	17:00 PM to 19:00 PM
<b>Meeting Location:</b>	Hancock Library Room 3.29
<b>Meeting Facilitator:</b>	Sayed Zulfikar
<b>Attendees:</b>	Kundu Gui, Sayed Zulfikar, Xiangyu Chen, Zifeng Liu, Rui Zhang, Yichen Li, Lingyu Xia
<b>Minutes Issued By:</b>	Sayed Zulfikar

<b>Agenda:</b>	<b>PIC</b>
1. Project scope brainstorming	Sayed
2. Project timeline	Sayed
3. Team leader election	All members
4. Next meeting preparation	All members

<b>Discussion: (Items/Knowledge Shared)</b>
<ol style="list-style-type: none"><li>1. The team will adopt agile development method.</li><li>2. The team will fuse MVP technique so will focus on the customisation interface for ANU staff feature, bugs fixing and addition of the missing feature.</li><li>3. The team divide the project timeline into four parts as below<ul style="list-style-type: none"><li>● Kick-Off (Week 1 - Week 2)<ul style="list-style-type: none"><li>* Client Meeting</li><li>* Internal meeting</li><li>* Make sure everyone is familiar with the technology used in the CourseAi system.</li><li>* Make sure everyone can run the CourseAi system in their local machine.</li><li>* Create github account.</li></ul></li><li>● Sprint 1 (Week 3 - Week 5)<ul style="list-style-type: none"><li>* Project Audit 1.</li><li>* Customisation interface phase 1.</li></ul></li><li>● Sprint 2 (Week 6 - Week 9)<ul style="list-style-type: none"><li>* Project Audit 2.</li><li>* Customisation interface phase 2.</li></ul></li></ul></li></ol>





