

Team meeting

Date: 20/08/2019

Time: 1:00 PM to 3:00 PM

Location: Hancock

Library room3.36

Meeting called by:	Kundu Gui	Type of meeting:	Team meeting
Facilitator:	Kundu Gui	Note taker:	Kundu Gui
Timekeeper:	Kundu Gui		
Attendees:	Kundu Gui, Sayed Zulfikar, Xiangyu Chen, Zifeng Liu, Rui Zhang, Yichen Li, Lingyu Xia		
Please read:	None		
Please bring:	None		

Agenda item: Reflection of last week	Presenter: All members
Agenda item: Plan for this week	Presenter: All members
Agenda item: Members of the group discuss the current code issue	Presenter: All members
Agenda item: Preparation for next meeting	Presenter: Kundu

Discuss:

1, due to the workload, decided to put the Create feature to the next sprint, and the content of the original sprint2 remains unchanged. And decided to communicate this with the client during the meeting on Wednesday. We believe that we will have higher efficiency after completing the project more and can complete the planned tasks in sprint2.

2, discussed the current UI issues, developed several improvements, and decided to show the UI draft to the client at the client meeting on Wednesday.

3, Arrange the time and room for the next meeting.