Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 6

## Meeting Details

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| --- | --- |
| Date: | 08/14/2021 |
| Venue: | Book Store |
| Attendees: | Yutai Tong  Bohan Cheng  Zico Z  Ci Song |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Identify the functions to be completed for this sprint |
| 2 | Design the login interface |
| 3 | Make a plan for all sprint1 tasks |
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|  |  |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | The login page is designed | Yutai Tong | Yutai Tong |
| 2 | Write the sprint backlog  Choose the user story for sprint 1 | All | All |
| 3 | Front-end code of the login interface | Bohan Cheng | Bohan Cheng |
| 4 | Back-end code of the login interface | Zhihao Zhong | Zhihao Zhong |
| 5 |  |  |  |