

# Team 10 - 11th Meeting

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## Information

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**Time:** 2020.11.5 10:00 - 10:30(30 min)

**Location:** PMB 449

**Chairperson:** Yani Huang

**Secretary:** Shiliang Chen, Yiming Tang

**Translator:** Shiliang Chen

**Attendance:** 6/6

<b>Members</b>	<b>Yiming Tang, Shiliang Chen, Yani Huang, Ruizi Han, Yijie Lu, Yuting Jiang</b>
Late	/
Absent	/

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## Agenda

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*The whole meeting is expected to take 30 minutes.*

1. Review tasks done (8 min)
  1. Literature review: Introduce current work and stage one by one. (4 min)
  2. Progress of requirements (Prepared a time line based on Dave's plan)(4 min)
2. Get feedback from Heshan of our current work (10 min)
3. Q&A (does our literature review cover all aspects? Do we need to draw UML other than use case, class, sequence?). (12 min)

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## Minute

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## Outcomes

1. Review tasks done in last week
  - Have begun literature review
  - Yani (Maze, interaction) → Ruizi(animation optimization) → Yiming(data visualization) → Yuting(algorithm visualization) → Shiliang(code visualization) → Yijie (visualgo and scratch)
  - write paragraph while doing literature review with pros and cons (Deadline: Next Monday 2020/11/09)
2. Discuss requirements
  - Don't hurry
  - Prepare prototypes before interim report
3. About interim report
  - Technical research, market research and existing software research should be included in the literature review part
  - Begin to learn latex
  - Begin to do literature review
  - In the introduction/description part, we can use papers to prove our ideas and our project is useful and motivation as well
  - Files of focus group need to be recoded in the appendix
4. focus group
  - it would be 35 minutes with 5 - 6 people joined in
  - raise questions and record
  - make questions easier to understand, make the environment more relaxing
  - time is not decided yet
  - questions for Y1, Y2, Y3 would be slightly different

**Chairperson:** Yiming Tang

**Secretary:** Yijie Lu

**Time:** 11/10 19:30

**Remark:**

- check literature review for every one
- feedback of focus group
- Prepare for the introduction part
- discuss Latex
- stress the importance of git (introduce project feature of github)
- prototype presentation

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## Work summary for last stage

Task	Members	Report	Question	Completeness
work on literature review	All	/	write paragraphs	50%
manage focus group	Yani Huang	/	keep going	50%
make gantt chart	Yijie Lu	/	/	0%

## Tasks for next stage

Task	Members	DDL
Literature review	All	11/9
make gantt chart	Yijie Lu	/
manage focus groups	Yani Huang	/
learn LaTeX	All	/
Prepare for the introduction part	All	/
Prepare for prototype	Yani Huang, Yiming Tang, Shiliang Chen	11/10

## Problems

Priority(0 for highest, 5 for lowest)	Problem Description	Possible consequence	Proposer	Tentative Solution	Expected completion time
0	Review part should be done by the chairperson of last time	/	Yiming	/	/

## Comments

The meeting proceeded smoothly and was completed within the expected time.

The whole meeting today lasts about 24 min, time control is getting better but chairman of future meeting still need to pay attention when the content of the meeting is complex.

Content of meeting could be further simplified, report the progress in a briefer way.

