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| Software Engineering Term Project Meeting Minutes | | | | | | | | |
| Date | | 2017/11/1 | | | | | | |
| Time | | 23:00 ~ 23:59 | | | | | | |
| Location | | Skype | | | | | | |
| Facilitator | | 王瀚磊 | | | | | | |
| Recorded by | | 王瀚磊 | | | | | | |
| Objective | | PEP final check & Business Visit review | | | | | | |
| Participants | | | | | | | | |
| Name | | E-mail | | Role | | | Presence or not | |
| 王瀚磊 | | [u10116032@gmail.com](mailto:u10116032@gmail.com) | | Master Student | | | Y | |
| 陳立誠 | | hank12322@gmail.com | | Leader | | | Y | |
| 李旭恩 | | victor70412@gmail.com | | Master Student | | | Y | |
| 綦家志 | | j5814\_ccc@hotmail.com | | Master Student | | | Y | |
| 王本奕 | | s89162504@gmail.com | | Master Student | | | Y | |
| 高睦修 | | mooshow0625@gmail.com | | Master Student | | | Y | |
| Meeting Agendas | | | | | | | | |
| * PEP final check * Business Visit review | | | | | | | | |
| Issues | | | | | | | | |
| * PEP final check   + Attach WBS into PEP   + Modify introduction, schedule, knowledge requirement, training schedule and risk estimation.   + Checkout typo. * Business Visit   + 11/3 13:00 at 南京三民   + Questionnaires check & review * 下次開會時間 11/05 (週日) 19:00 | | | | | | | | |
| Action Items | | | | | | | | |
| No. | Action Items | | Responsibility | | Deadline | Status | | Remark |
|  | 詢問老師或助教方法、報告時間 | | 李旭恩 | | 9/25  12:00 | **Close** | |  |
|  | present: result of survey | | 陳立誠 | | 9/25  19:00 | **Close** | |  |
|  | present: zulip introduction | | 王瀚磊 | | 9/25  19:00 | **Close** | |  |
|  | present: main feature | | 綦家志 | | 9/25  19:00 | **Close** | |  |
|  | present: zulip architecture | | 蔡佳文  黃博政 | | 9/25  19:00 | **Close** | |  |
|  | present: zulip protocol | | 林瑋柔  楊宗翰 | | 9/25  19:00 | **Close** | |  |
|  | 整合投影片、確認報告細節 | | 李旭恩 | | 9/26  0:00 | **Close** | |  |
| 8 | 論文Topic 1,2,6 | | 李旭恩 | | 10/1  12:00 | **Close** | |  |
| 9 | 論文Topic 3 | | 王本奕  王瀚磊 | | 10/1  12:00 | **Close** | |  |
| 10 | 論文Topic 4 | | 綦家志 | | 10/1  12:00 | **Close** | |  |
| 11 | 論文Topic 5 | | 高睦修  陳立誠 | | 10/1  12:00 | **Close** | |  |
| 12 | Build Zulip Server | | All | | 10/1  20:00 | **Close** | |  |
| 13 | Excel 風險預估 | | 綦家志 | | 10/1  12:00 | **Close** | |  |
| 14 | Gitlab 使用熟悉 | | 李旭恩 | | 10/1  20:00 | **Close** | |  |
| 15 | Zulip Architecture Survey | | All | | 10/17 | **Suspend** | |  |
| 16 | 開表單統計企業參訪時間 | | 綦家志 | | 10/09 | **Close** | |  |
| 17 | 寫企業參訪信件 - Synology | | 王瀚磊 | | 10/10 | **Close** | |  |
| 18 | 寫企業參訪信件 - 新思 | | 王瀚磊 | | 10/10 | **Close** | |  |
| 19 | 與Synology聯絡企業參訪 | | 王瀚磊 高睦修 | | 10/15 | **Close** | |  |
| 20 | 與新思聯絡企業參訪 | | 綦家志 | | 10/15 | **Close** | |  |
| 21 | Build Telegram Desktop | | All | | 10/11 | **Close** | |  |
| 22 | Function Survey | | All | | 10/11 | **Close** | |  |
| 23 | Trace Telegram Code | |  | |  | **Close** | |  |
| 24 | Appendix A. Reading | | All | | 10/11 | **Close** | |  |
| 25 | Appendix A. presentation ppt | | 綦家志 | |  | **Close** | |  |
| 26 | PEP | | 陳立誠 | |  | **Close** | |  |
| 27 | WBS | | 陳立誠 | |  | **Close** | |  |
| 28 | Appendix A.1, 2 | | 綦家志 | | 10/15 | **Close** | |  |
| 29 | Appendix A.3-1 | | 李旭恩 | | 10/15 | **Close** | |  |
| 30 | Appendix A.3-2, 3-3 | | 高睦修 | | 10/15 | **Close** | |  |
| 31 | Appendix A.3-4, 3-5 | | 王瀚磊 | | 10/15 | **Close** | |  |
| 32 | Appendix A.4 | | 王本奕 | | 10/15 | **Close** | |  |
| 33 | Survey Conversation Client & Server & Build | | 王瀚磊  王本奕 | | 10/15 | **Close** | |  |
| 34 | Survey Other IM & Build | | 陳立誠  綦家志  李旭恩  高睦修 | | 10/15 | **Close** | |  |
| 35 | Zulip trace | | ALL | | 10/22 | **Ongoing** | |  |
| 36 | Google API learning | | ALL | | 10/22 | **Ongoing** | |  |
| 37 | 課本3.5步驟一＆整合投影片 | | 王本奕 | | 10/23  23:59 | **Close** | |  |
| 38 | 課本3.5步驟二 | | 李旭恩 | | 10/23  23:59 | **Close** | |  |
| 39 | 課本3.5步驟三之一 | | 王瀚磊 | | 10/23  23:59 | **Close** | |  |
| 40 | 課本3.5步驟三之二，三之三 | | 陳立誠 | | 10/23  23:59 | **Close** | |  |
| 41 | 課本3.5步驟四 | | 高睦修  綦家志 | | 10/23  23:59 | **Close** | |  |
| 42 | 整理SRS | | 王本奕 | | 10/30  14:00 | **Close** | |  |
| 43 | 作業Class Diagram整理 | | 高睦修 | | 10/30  23:59 | **Close** | |  |
|  |  | |  | |  |  | |  |