**Subject:** Client Meeting 4

**Project Name:** USYD-10A

Facilitator: Strong Compute

**Prepared by:** Strong Compute(Tim, Cian, Henry) & Team USYD-10A

**Mode:** remote(discord)

**Date:** 25th August

**Time:** 14:30 ~14:45

**Attendees:** Nuo Chen, Jiaxin Liu, Helen Liu, Wei Zhang

**Absent:** Ehab EI Cheikh, Alan Chen, Blackhole Wang, Sulayman Sindhu

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| **#** | **Agenda Item** | **Description/ Comments** | **Decision/Action** | **Who?** | **Items for escalation** |
| **1** | What has been completed? | / | / | / | / |
| **2** | What is in progress? | Learning of Elixir & Phoenix LiveView | Get familiar with them before the next meeting | All | / |
| **3** | What is working well? |  |  |  |  |
| **4** | What needs improvement? |  |  |  |  |
| **5** | Reminders | Cian has posted the MVP goals on Discord and every two people should be assigned to and work on a part. By the end of week5, these goals should be achieved |  | All |  |
| **6** | What needs to be completed before the next meeting? | Show some critical progress made in the coming days |  | All |  |
| **…** | ….. |  |  |  |  |