

Group PM18

# Meeting report Nr.1

**Time:** From 15:00 to 17:30 on 26 February

**Place:** In the library of the college of law

## Attendance

Name:

Hao Lian, Yang Yu, Jingyuan Zhang, Kang Xue, Enen Liu, Shu Chen

## Absence

Name: / reason /

## Goal

1. Make sure the tasks followed next week.
2. Assign the Tasks to every member.

## Assignment list

Task	responsible	deadline	Finished(Y/N)	Actual workload (h)
Search the material for the wheel	Hao Lian	5/3	Y	10
meeting report, fill Gantt chart	Shu Chen	5/3	Y	10
Calculate the parameter	Jingyuan Zhang	5/3	Y	10
Study matlab	Enen Liu	5/3	Y	10
2D,3D design	Yang yu	5/3	Y	10
Calculate the parameter	Kang Xue	5/3	Y	10

### **Meeting content**

1. Discuss some different materials for wheel and the body of the car.
2. Understand the meaning of each formula

### **Next meeting**

We will have next meeting at the same time and place on next Tuesday.