

PROJECT MEETING MINUTES

DATE: Monday, September 11, 2017
TIME: 11:00 am
LOCATION: SIM HQ BLK A

MEETING / PROJECT NAME: Meeting 6
MINUTES PREPARED BY: Durrah Afshan

1. MEETING OBJECTIVE

Design app and website.

2. ATTENDEES PRESENT

NAME	Student ID	EMAIL	PHONE
Abhi Jay Krishnan	5025448	abhijay.krishnan@gmail.com	81638021
Durrah Afshan	5025916	durrahafshan@gmail.com	91759105
Rivaldo Erawan	5026374	rivaldo.erawan97@gmail.com	96565187
Kim Hyeoncheol	5026052	effectmix@gmail.com	88087415

3. AGENDA & NOTES, DECISIONS, ISSUES

NOTES

After discussion, we started searching for different website layouts

4. ACTION ITEMS

ACTION	ACTION TO BE TAKEN BY	DATE TO BE ACTIONED BY
Searched for website layouts. Got a domain name Started designing Website and app	Team	20 th Sept 2017

5. NEXT MEETING (if applicable)

DATE	TBA	TIME	TBA	LOCATION	TBA
OBJECTIVE	Our aim is to complete the making the website and create login screen by next week.				

SUBMITTED BY: Abhi Jay Krishnan

APPROVED BY: Durrah Afshan
Rivaldo Erawan
Kim Hyeoncheol