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| **DATE:** | Monday, October 23, 2017 |
| **TIME:** | 11:00 am |
| **LOCATION:** | SIM HQ BLK A |

**PROJECT MEETING MINUTES**

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| **MEETING / PROJECT NAME:** | Meeting 14 |
| **MINUTES PREPARED BY:** | Durrah Afshan |

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| **1. MEETING OBJECTIVE** | | | | | | | | |
| Continuation of app Design. | | | | | | | | |
| **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** | | | | |  | |  | |
| Discussed the features to add in the app. | | | | | | | | |
| **4. ACTION ITEMS** | | | | | | | | |
| **ACTION** | | | | | **ACTION TO BE TAKEN BY** | | **DATE TO BE ACTIONED BY** | |
| App design:   * Added 30sec location check to PDF viewer * If the user moves out of the designated area with pdf viewer opened, it will close itself. * Added file operations such as: * Copy file to another area * Move file to another area * Delete file * Download the current selected file individually if it does not exist in the local storage | | | | | Team | | 28th Oct 2017 | |
| **5. NEXT MEETING (if applicable)** | | | | | | | | |
| **DATE** | TBA | | **TIME** | TBA | | **LOCATION** | | TBA |
| **OBJECTIVE** | Our aim is to complete 80% of app design by 28th Oct. | | | | | | | |

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| **SUBMITTED BY:** | Abhi Jay Krishnan | **APPROVED BY:** | Durrah Afshan |
|  |  |  | Rivaldo Erawan |
|  |  |  | Kim Hyeoncheol |