# Meeting Minutes

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| *Team SMP* | |
| **Date/Time:** | *March 27, 2019* |
| **Type:** | *Team Meeting* |
| **Minute Taker**: | *Henry Jiang* |
| **Attendees:** | *Henry, Harman, John, Oliver* |
| **Regrets:** | *n/a* |

## Notes:

Discussion on the plan for the rest of the timeline of 3900. Another in person code meeting will happen on Sunday, April 7th, this will be the final sitdown before the presentation. In between then we will have regular sessions of work, everyone is to work on their specified element of the project. TSQB our demo environment will be visited on Monday, April 1st.

## Action Items:

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| **Owner** | **Description** | **Completion Date** | **Status** |
| Everyone | Ensure all components are functioning correctly in general, meeting at TSQB | April 2nd, 2019 | In Progress |
| Henry | Finish PHP scripts, ensure all database related modifications are made | April 6th, 2019 | completed |
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| Harman | Polish GUI up, ensure business workflow is fulfilled, general testing | April 6th, 2019 | completed |
| Oliver | Ensure everything is tested properly, do final modifications | April 6th, 2019 | completed |
| John | Ensure everything is tested properly, do final modications | April 6th, 2019 | completed |