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| Meeting Minutes 5 | |
| Date | 5 September 2019 |
| Start Time | 1 pm |
| End Time | 3 pm |

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|  | Agenda | Follow Up Action |
| 1 | **Change in Timeline**  Primary projects to focus on:   1. National Cancer Centre Singapore 2. EZEN   KIV: Agritech (ask for sample data to see how we can carry on)  September (1st week):   * Lock down 2-3 projects * Get back to sponsors * Email Swapna and request for a reply   September (2nd week):   * Get feedback from Swapna * Observation + ideation done (minimal)   Example: Persona. What’s the problem, is the problem worth doing? Value and impact of solution   * Start prototyping: low fidelity (e.g. Hardcode a skeleton. Show a sample of the business idea. 🡪 Easier to show the stakeholders what the solution can do). Can be a paper-based prototype.   What are the inputs 🡪 what are the outputs  September (3rd week):   * Review ideas with sponsors   Discuss with sponsors on what technology to focus on (php, python, etc.) for FYP. (Compatibility issues)   * Select 2 ideas to focus on for each of the projects. * Further refinement of ideas after review. Further prototyping.   September (week4):   * Draft coding   October: Proof of concept prototype for 2-3 potential projects | To email Swapna and sponsors for follow up and review of problem statements. |

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| 2 | Brainstorm on problem statements for NCCS and EZEN  Key Questions:   1. What is the problem? What is our intent? 2. Who are the stakeholders? What impact? 3. Why is the problem worth solving? 4. What is the solution? 5. What tech is used   [https://docs.google.com/document/d/17-HG4P0oKHBqSyfGC48M0g\_YBvpcaWjhkmao9nTcSZw/edit#](https://docs.google.com/document/d/17-HG4P0oKHBqSyfGC48M0g_YBvpcaWjhkmao9nTcSZw/edit) |  |