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| Meeting Minutes 7 | |
| Date | 27 September 2019 |
| Start Time | 5 pm |
| End Time | 6 pm |

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|  | Agenda | Follow Up Action |
| 1 | **Meeting with Prof Subhajit Datta**   * Find out the school’s stance on IP rights and code ownership: Between client and FYP group only. Profs and school does not sign NDA. * Project proposal must be submitted on Week -4. * Project acceptance, agreement and school advisor will only be formally given on week 0 | - |
| 2 | **Update on Progress**   * Data cleaning has started with sample data sent by NCCS. * NDA to be signed between group members and NCCS | Liaise with NCCS on school’s stance regarding NDA and proceed on to actual signing to obtain data. |