Meeting minutes 3

Subject:			
Review: Lab 2 deliverables			

Date:		Time:	Venue:
9th September 2019		10:30pm to 12:30pm	Software Lab 3

Attendees:	1. Li Shanlan 2. Zeng Jinpo 3. Akshaya Muthu 4. Simon El Nahas Christensen 5. MN Shaanmugam 6. Cao Ngoc Thai
Absentees:	
Chaired by:	Simon El Nahas Christensen
Last meeting reviewed:	2nd September 2019

Progress updates:

Task	Progress	Solution / Action	Taken by, Deadline
System Requirement Analysis	Assigned	Work on the System Requirement Specifications (SRS)	**Taken by:** Cao Ngoc Thai Zeng Jinpo MN Shaanmugam
Project Quality Plan	Assigned	Work on the Quality Plan	**Taken by:** Li Shanlan Akshaya Muthu Simon El Nahas Christensen

API Contract	Assigned	Work on the API contract that front end requires from the back end	**Taken by:** Li Shanlan
Upload 10 pictures on Google Drive as test files	Assigned	Upload pictures on google drive	-
Prototype	Assigned	Split the prototype group into front-end and backend.	**Front-End:** Li Shanlan Akshaya Muthu Cao Ngoc Thai **Back-End:** Simon El Nahas Christensen Zeng Jinpo MN Shaanmugam
Next meeting (date & time):			16th September 2019 (Monday), 10:30-12:30
The minutes have been agreed by all members. **Signature of chair:**			Simon