

## MEETING MINUTES

<b>Project Title:</b>	AR VR Immersive Learning System		
<b>Date of Meeting:</b> (DD/MM/YYYY)	12/10/2023	<b>Time:</b>	2.00pm – 2.30pm
<b>Minutes Prepared By:</b>	LIM HON SHEANG	<b>Location:</b>	Teams Meeting
<b>1. Meeting Objective</b>			
<ul style="list-style-type: none"> <li>- To review on the report.</li> <li>- To discuss on the main idea.</li> </ul>			
<b>2. Attendance at Meeting</b>			
Name	Department/Division	E-mail	Phone
DOM ONG	Managing Director	dom.ong@siliconmax.com	0194101488
MUHAMMAD ZAFRAN SHAH BIN ASRAB ALI	Graphic Designer	designer1@siliconmax.com	0149809179
LIM HON SHEANG	BSC(Hons)Computer Science (Cyber Security)	limhon.student@peninsula malaysia.edu.my	01124330933
DANNY CHAN YI XIANG	BSC(Hons)Computer Science (Cyber Security)	dannychan.student@penin sulamalaysia.edu.my	0125506089
GOH QI YUAN	BSC(Hons)Computer Science (Cyber Security)	gohqi.student@peninsulam alaysia.edu.my	0134889105

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<b>3. Agenda and Notes, Decisions, Issues</b>					
<b>Topic</b>		<b>Owner</b>		<b>Time</b>	
Report Reviewing <ul style="list-style-type: none"> <li>- Introduction part</li> <li>- minor changes on the description for Blender, Unity and Unreal Engine</li> <li>- minor error on 360-degree videos</li> </ul>		MUHAMMAD ZAFRAN SHAH BIN ASRAB ALI		2.00pm – 2.15pm	
Main idea discussion – Supply Chain Management <ul style="list-style-type: none"> <li>- Have to identify what product to do with the supply chain.</li> <li>- Example, car sport rim, shoes</li> <li>- Identify which product that can be used that we can implement with the AR VR technology.</li> </ul>		DOM ONG		2.15pm – 2.30pm	
<b>4. Action Items</b>					
<b>Action</b>		<b>Owner</b>		<b>Due Date</b>	
3D modelling		LIM HON SHEANG DANNY CHAN YI XIANG GOH QI YUAN		26/10/2023	
<b>5. Next Meeting (if applicable)</b>					
<b>Date:</b> (DD/MM/YYYY)	26/10/2023	<b>Time:</b>	2pm	<b>Location:</b>	Teams Meeting