# **MEETING MINUTES**

| **Project Title:** | | AR VR Solutions | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date of Meeting:** (DD/MM/YYYY) | | 09/11/2023 | | | | **Time:** | | | | 2.00am – 2.30am | | | |
| **Minutes Prepared By:** | | LIM HON SHEANG | | | | **Location:** | | | | Teams Meeting | | | |
| 1. Meeting Objective | | | | | | | | | | | | | |
| * To present on the idea * To discuss about the ideas for the project. | | | | | | | | | | | | | |
| 2. Attendance at Meeting | | | | | | | | | | | | | |
| **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 | |
| GRACE TOK BEE CHOO | | | Head of Computer Science Department | | | | grace.tok@peninsulacollege.edu.my | | | | | 0125687552 | |
| LIM HON SHEANG | | | BSC(Hons)Computer Science (Cyber Security) | | | | limhon.student@peninsulamalaysia.edu.my | | | | | 01124330933 | |
| DANNY CHAN YI XIANG | | | BSC(Hons)Computer Science (Cyber Security) | | | | dannychan.student@peninsulamalaysia.edu.my | | | | | 0125506089 | |
| GOH QI YUAN | | | BSC(Hons)Computer Science (Cyber Security) | | | | gohqi.student@peninsulamalaysia.edu.my | | | | | 0134889105 | |
| 3. Agenda and Notes, Decisions, Issues | | | | | | | | | | | | | |
| **Topic** | | | | | | | | | **Owner** | | | | **Time** |
| Present on idea (Car engine)   * Overview of the car engine * Disassemble of the car engine with label * Car battery | | | | | | | | | LIM HON SHEANG  DANNY CHAN YI XIANG  GOH QI YUAN | | | | 2.00am |
| Suggestion   * Make the animation * Make it more realistics in terms of texture * Present the demo video | | | | | | | | | DOM ONG  MUHAMMAD ZAFRAN SHAH BIN ASRAB ALI | | | | 2.10pm |
|  | | | | | | | | |  | | | |  |
| 4. Action Items | | | | | | | | | | | | | |
| **Action** | | | | | | | | | **Owner** | | | | **Due Date** |
| * Beautify on the 3D model | | | | | | | | | LIM HON SHEANG  DANNY CHAN YI XIANG  GOH QI YUAN | | | | 18/09/2023 |
|  | | | | | | | | |  | | | |  |
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| 5. Next Meeting (if applicable) | | | | | | | | | | | | | |
| **Date:** (DD/MM/YYYY) | 23/11/2023 | | | **Time:** | 11.00am – 5.00pm | | | **Location:** | | | Deck 7, Computer Lab | | |