

Team Meeting: 24/03/2022

Purpose: Review top-level metrics, coordinate projects, and discuss pressing topics.

Attendees: Er Tian Ru, Teo Chin Yan, Chew Ken Yang
Absent: -

Agenda

Description	Time
Discuss assignment tasks	5 min
Work on ERD	1 hour

Action Items

Owner	Description	Date Due
Er Tian Ru	Push group diary to git	-
Teo Chin Yan	Push ERD to git	-
Chew Ken Yang	Push assumptions to git	-

Brief Description

The assignment tasks were discussed and the ERD was completed during the meeting.