

**Team éXi**

Meeting Minutes

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| Subject | Team Meeting Minutes 18 |
| Date | 7 September 2018 |
| Time | 17:00 – 21:00 |
| Venue | SOE GSR 2.7 |

Attendees

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| --- | --- |
| Name | Attendance |
| Moh Moh San | Present |
| Riana | Present |
| Tang Hui Xin | Present |
| Thet Thet Yee | Present |
| Loo Wei Hua Shawn | Present |
| Zang Yu | Present |

Meeting Agenda

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| Agenda |
| 1. Discussed on feedbacks given   Summary of Discussion   * Discussed the feedbacks given by Mrs Lian Chee * Discussed the suggestions given |
| 1. UI Interface Design   Summary of Discussion   * Reworked the following UI for the functionalities to enhance User Experience   Grades Taking  Attendance Taking  Scheduling |
| 1. Logic Flow   Summary of Discussion   * The team recognizes that with changes in User Interfaces, there would be changes in back end logic as well * Discussed the various logic for the functionalities stated above * Delegated the work to different members |

Action Item

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| Action | Member Responsible | Due Date |
| - | - | - |

The meeting was adjourned at 9:00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared By,

Tang Hui Xin

Vetted and Edited By,

Moh Moh San