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| **Date:** | 24th September 2015 (Thursday) |
| **Time:** | 8AM |
| **Venue:** | SMUX MEETING 2-2 |
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| **Attendees:** | ALL |
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| **Agenda:** | 1. Revise iterations based on Supervisor Meeting |

**Iteration**

We will still keep it as 6 iterations in total. There would be no change to Project Manager and Pairs. It was discussed to make our days of iterations more even to about 10 days per iteration but iteration 5 will be kept at 5 days for mainly optimization.

We made changes to the start dates and end dates of each iteration, and the pairs are to re-schedule their dates which they can commit for pp session. Critical path of each iteration will be changed into number of days instead of number of hours.

It was targeted that our project will be finished after iteration 5 which is 2 November. Hence we would be keeping a buffer week before we embark on iteration 6 after UAT In-Class.

The meeting was adjourned at 845 am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

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Vetted and edited by,

Koh Chu Qian