Software Engineering Meeting Minutes for 8th October 2017

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| Date: | 22th October 2017 |
| Start Time: | 10:00 |
| End Time: | 16:00 |
| Venue: | SIS GSR 3-6 |
| Attendees: | CZR, TMS, \*DL, \*\*CBH, GMSB |
| Agenda: | 1. Schedule for iteration 5 2. Record the video for demo 3. Discuss and update the demo slides 4. Discuss the iterative process |

\* Project Manager  
\*\* Minutes Taker

**Agenda**

1. Schedule for iteration 5
2. Record the video for demo
   1. Uploaded video to youtube
   2. Demo.txt pushed to git
3. Discuss and update the demo slides
   1. Review for the critical path
   2. Review task metrics
4. Discussed current iterative process, realised we used to test and debug in the same session. Therefore, from next iteration, we split testing and debugging into 2 different sessions.
   1. Easier to prioritize and plan for debugging

Meeting adjourned at 1600 hrs. 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,

Brittany Goh