

Meeting Minutes

Subject			
Candidate Architecture, Subsystem Interface Design			
Date, Time (duration) and Venue			
<ul style="list-style-type: none">11th March 2020 1030 – 1230Software Project Lab 3			
Attendees		Non-Attendees	
<ul style="list-style-type: none">1. Leroy Tang2. Alson Kong3. Lim Wei Cong4. Sam Shen5. Karen Wong6. Cole, Ting Chun Kuo7. Zane Ho8. Norman Fung		<ul style="list-style-type: none">1. Jing Herng Pow	
Chaired by		Wei Cong	
Last meeting minutes have been reviewed		Yes	
Progress Updates			
Task	Problem/Issue/Progress	Solution/Action	Taken by & deadline
Candidate Architecture	Update of Candidate architecture based on TA inputs as it needs more clarity.	Updated Candidate Architecture will be added into Lab 2's report.	Taken by Sam, Alson & Wei Cong, deadline 13 th Mar 2020.
Subsystem interface	Update of Subsystem interface based on TA inputs	Updated Subsystem interface will be added into Lab 2's report.	Taken by Sam, Alson & Wei Cong, deadline 13 th Mar 2020.
Component Design (Static, Dynamic and persistence)	These are a part of the Lab 3 deliverables and the team has decided to split the group into 2 sub teams which consist of a mixture of the dev and admin team. Both teams will be anchoring on a different area.	Team 1 will take White box with dynamic model	Team 1 consists of Sam, Karen, Cole and Wei Cong. Follow up on 18 Mar 20.
Component Implementation (Code, documentation and data)		Team 2 will take black box with static model.	Team 2 consists of Alson, Norman, Zane, Leroy and Pow. Follow up on 17 Mar 20.
The next meeting will be held			25 th March 2020
This minutes have been agreed by all attendees			Signed by chair

