SMU-SIS Software Engineering

Meeting Minutes

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| **Date:** | 9th October 2017, Monday | |
| **Venue:** | SOE/SOSS GSR 2-10/2-13 | |
| **Present:**  **Agenda:** | Tan Xinyi  Li Yigang  Amos Lee Chun Ing (Stand In Project Manager)  Samantha  Review of Requirements & System Design:  Overall  AGD  BLR |  |

The group meeting started at 5:00 pm.

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| **S/N** | **ITEM** | **ACTION BY** |
| **1** | **Review of Requirements & System Design Overall**  Having received feedback from the PM review, the team adjusted the project schedule accordingly. The team also took time to review the project wiki as well as EVA Live for any clarifications. |  |
| **2** | **Review of Requirements & System Design AGD**  The team reviewed the Auto Group Detection Sequence Diagrams that has already been completed as well as the requirements on the project wiki. The team discussed the logic based on the project wiki and ensured that everyone was on the same page. |  |
| **3** | **Review of Requirements & System Design BLR**  The team reviewed the Basic Location Report Sequence Diagrams that has already been completed as well as the requirements on the project wiki. The team discussed the logic based on the project wiki and ensured that everyone was on the same page. |  |
| **4** | **Any other business**  There was no further business, the stand in project manager, Amos closed the meeting at 8:00 pm.    Minutes recorded by: Amos  Minutes vetted and edited by: Samantha |  |