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| **Date:** | 1/9/2015 |
| **Time:** | 12:00pm |
| **Venue:** | Library MR 4-4 |
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| **Attendees:** | Wang Shu Wei, Wu Wei, Jason Wu,  Jeremy (Absent – Lesson) |
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| **Agenda:** | 1. Decide Project Manager and rotation  2. Set Pair Programming and rotation  3. Plan tasks for subsequent weeks |

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|  |  | **Who** | **Due Date** |
| 1 | Summarize and hand over to Jeremy | Wu Wei | Today |
| 2 | Create Dropbox to share documents or serve as backup until we set up GIT |  | Done |
| 3 | Project Management videos  Watch GIT videos and install GIT | Jeremy | By next meeting |

Meeting for subsequent weeks: Tuesday 1530

Start coding in Week 8 tentatively

Consensus is to focus on functionality first, then user interface. Project Manager and PP to be decided after next lesson.

Next Week To-Do

**Login Functionality**

* Use Case, SD, Class Diagram(KIV)

**Bootstrap**

* Use Case

The meeting was adjourned at 1.45 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Tan Yong Siang

Vetted and edited by,

Wu Wei