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| **Date: 3rd January 2019**  **Time: 1500**  **Venue: SIS GSR 3.1** | |
| **Attendees:** | |
| 1. Jin | √ |
| 2. Regan | √ |
| 3. Ashley | √ |
| 4. Alan | √ |
| 5. Haonan | √ |
| 6. Zer Dong | √ |

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| **Agenda** | |
| **No.** | **Description** |
| 1 | Introduce new teammate to the codes and project details |
| 2 | Update the rest of the team on career search |
| 3 | Discuss on the issues with algorithm and difficulties using Jobsense API |

1. Introduce new groupmate, Alan to the codes and project details
2. Assign Alan to his position within the team based on his preference and team need
3. Discussed about issues with the algorithm, difficulties using jobsense API such as some jobs not having skills or the need to use lower caps when calling the api

**The meeting was adjourned at 1700. These minutes will be circulated and adopted if there are no amendments reported in the next three days.**

**Prepared by,**

**Regan Seah**

**Vetted and edited by,  
 Ashley Tan**