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| **Date: 5th November 2018**  **Time: 1630**  **Venue: SIS Project Way** | |
| **Attendees:** | |
| 1. Jin | √ |
| 2. Regan | √ |
| 3. Zer Dong | √ |
| 4. Ashley | √ |

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| **Agenda** | |
| **No.** | **Description** |
| 1 | Project documents, Acceptance Slides & Wiki |
| 2 | Front-end UI |
| 3 | Backend database |

We had further discussion right after our sponsor meeting at 1600 – 1630. We discussed our project documentations, acceptance slide and Wiki page mainly with the content and of our team’s progress in preparation for Acceptance.

We had also discussed about the front-end UI issues, back-end database skills analysis and track search. Sponsors mentioned a couple of UI issues which Ashley and Zer Dong will be fixing on. The back-end skills analysis and track search was brought up in the meeting which Jin and Regan will be working on it with the sponsor’s input.

**The meeting was adjourned at 1800. These minutes will be circulated and adopted if there are no amendments reported in the next three days.**

**Prepared by,**

**Ashley**

**Vetted and edited by,  
 Zer Dong**