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| **Date:** | 11th September 2017 |
| **Time:** | 1200-1500 |
| **Venue:** | SIS GSR3-6 |
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| **Attendees:** | Everyone |
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| **Agenda:** | 1. Group compared their individual versions of ER. 2. Group consulted instructor Vandana at her office at 1400 hrs on entities to include in ER diagram. 3. Group makes a master copy version of ER / Logical diagram. 4. Jorden posts a question on Eva Life with regards to placement of admin and its attributes in ER diagram. 5. Group converts ER diagram into a logical diagram. 6. Gather questions to consult instructor during SE class. 7. Logical diagram and use-case diagram completed. |

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|  |  |  | **Due Date** |
| 1 | Logical and use-case diagram | Everyone | 11th September |
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The meeting was adjourned at 3 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Eugene

Vetted and edited by,

**Yang Fengfeng**