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| **Date:** | 17 September 2019 |
| **Time:** | 7.00pm to 10.00pm |
| **Venue:** | SIS SR 2-1 |
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| **Attendees:** | Christine, Wang Ting, Lifu, Yu Liang, Tee Yong |
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| **Agenda:** | 1. Go through project requirements together  2. To discuss layout, flow and functionalities of website  3. Plan and prioritize tasks to do  4. Allocation of tasks |

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|  |  |  | **Due Date** |
| 1 | To do SQL table creation | Lifu | 20/9/19 |
| 2 | DAO and Objects | Wang Ting | 21/9/19 |
| 3 | Login, Common, Connection | Christine | 22/9/19 |
| 4 | Main Page and Logout page | Yu Liang | 23/9/19 |
| 5 | Update DAO and Functions | Tee Yong | 24/9/19 |

The meeting was adjourned at 3.30 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Toh Wang Ting

Vetted and edited by, Lifu