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| **Date:** | 17 November 2019 |
| **Time:** | 11:00 AM to 7:15 PM |
| **Venue:** | SOB GSR 2-18 |
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| **Attendees:** | Christine, Wang Ting, Lifu, Yu Liang, Tee Yong |
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| **Agenda:** | 1. Prepare for presentation 2. Regression Testing 3. Deployment Testing 4. Debugging if necessary 5. Deploy 6. Commit slides 7. Commit minutes |

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| **S/N** | **Agenda** | **Person-in-charge** | **Due Date** |
| 1 | Prepare for presentation | Christine, Wang Ting | 17/11/19 |
| 2 | Regression Testing | ALL | 17/11/19 |
| 3 | Deployment Testing | ALL | 17/11/19 |
| 4 | Debugging if necessary | ALL | 17/11/19 |
| 5 | Deploy | ALL | 17/11/19 |
| 6 | Commit slides | Yu Liang | 17/11/19 |
| 7 | Commit minutes | Tee Yong | 17/11/19 |

The meeting was adjourned at 7:15 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Tee Yong

Vetted and edited by,

Yu Liang