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| **Date:** | 29 September 2019 |
| **Time:** | 12.00 PM to 6.00 PM |
| **Venue:** | SIS GSR 2-1 |
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| **Attendees:** | Christine, Wang Ting, Lifu, Yu Liang, Tee Yong |
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| **Agenda:** | 1. Discuss issues faced 2. Schedule everyone’s availability for recess week 3. Book pair programming venues 4. Discuss bootstrap with validation 5. Complete test cases |

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|  |  |  | **Due Date** |
| 1 | Update project schedule | ALL | 30/9/19 |
| 2 | Commit minutes | Wang Ting | 29/9/19 |
| 3 | Commit bootstrap with validation | Tee Yong, Yu Liang | 29/9/19 |
| 4 | Create and finalise test cases | Li Fu, Yu Liang, Tee Yong | 29/9/19 |
| 5 | Record test cases and log results | Christine, Wang Ting | 29/9/19 |
| 6 | Finalise PM review slides | ALL | 29/9/19 |

The meeting was adjourned at 12.00 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,