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| **Date:** | 23 October 2019 |
| **Time:** | 12:00 NOON to 03:00 PM |
| **Venue:** | SOE GSR 4-4 |
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| **Attendees:** | Christine, Wang Ting, Lifu, Yu Liang, Tee Yong |
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| **Agenda:** | 1. Discuss critical path 2. Discuss upcoming app functions 3. Update current progress 4. Perform testing on existing features & debug if necessary |

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| **S/N** | **Agenda** | **Person-in-charge** | **Due Date** |
| 1 | Update project schedule | ALL | 23/10/19 |
| 2 | Commit minutes | Yu Liang | 23/10/19 |
| 3 | Start & clear round 2 | Lifu, Yu Liang | 23/10/19 |
| 4 | Drop Section | Lifu, Yu Liang | 25/10/19 |
| 5 | View bidding result (Admin) | Lifu, Yu Liang | 25/10/19 |
| 6 | Update on add bid for round 2 | Lifu, Yu Liang | 25/10/19 |
| 7 | Implement Pop-up / Confirmation screen. | Wangting, Tee Yong | 25/10/19 |
| 8 | Additional Feature: Timetable | Lifu, Yu Liang | 26/10/19 |
| 9 | Additional Feature: Search Function | Lifu, Yu Liang | 26/10/19 |
| 10 | Additional Feature: View completed course | Lifu, Yu Liang | 26/10/19 |
| 11 | Deploy to AWS for UAT | ALL | 27/10/19 |

The meeting was adjourned at 05:00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Tay Yu Liang

Vetted and edited by,

Christine