

Meeting Minutes – 12

Meeting Information

Objective:	Updating Supervisor on tasks decided and spit for sprint 4		
Date:	24/02/2021	Location:	Microsoft Teams
Time:	3:30 PM	Meeting Type:	Official Meeting
Chairperson:	Yoong Joo Khor	Secretary:	Sharfa Dhamin
Submitted by:	Yoong Joo Khor		
Attendees:	Yoong Joo Khor Yao Chong Foo Rahul Sharma Yuddhishtir-Gopaul Syed Ahmad Azhad Bin Ahmad Rosehaizat Dr. Radu Muschevici Sharfa Dhamin Gilbert Valentino		

Agenda Items

		Presenter	
1	Updating the changes made to the Real time Database = using updated structure for student timetables	Yoong Joo	
2	Talks about data population, switching between the central and peripheral modes	Azhad, Sharfa	
3	Discussing postponing the meeting, so that we can focus on the meeting	Yoong Joo	

Decisions

1	Tell Lecturer about styling
2	Decide to make a video beforehand to show Bluetooth functionality

New Action Items

		Responsible	
1	Complete all Sprint 4 tasks and update report and repos; Start prepping for presentation	All Members	

Produced by:

Approved by:

(Sharfa Dhamin)

Date: 24/02/2020

(Dr. Radu Muschevici) Date: