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| **Date:** | 2013-02-05 |
| **Start Time:** | 18:00 HKT |
| **End Time:** | 18:48 HKT |
| **Venue:** | MMW RM 2478 |
| **Attendance:** | KK, Jenny, Bill, Benson, Coffee, Gavin |

**Progress Report:**

* Bill , KK: Input and output classes completed without problem
* Jenny, Coffee, Benson, Gavin: compare class completed without problem

**Discussion**:

1. Presentation preparation
   * Coffee reminded to prepare the presentation at the coming Friday
   * Jenny is assigned to prepare the PowerPoint
2. More Content for User Story 1
   * Benson suggested more formatter can be added
   * all member agreed
3. Class Diagram design
   * Bill suggested each format feature should be a class
   * Gavin suggested all format feature should be grouped in one class on different function
   * The design approach is decided by voting. Voting result Gavin: Bill = 4:2
4. Task assignment
   * Bill , KK: Implementation of new added Formatter function
   * Jenny, Coffee: Preparation of presentation
   * Benson, Gavin: Testing and debugging on completed classes
5. Agenda of next meeting
   * Task progress report
   * Content of User story 2
   * Class Diagram design of User story 2

**Next Meeting Time:** 2013-02-19 18:00 HKT

**Next Meeting Venue:** MMW RM 2478