|  |  |
| --- | --- |
| **Date:** | 22 OCT 2015 |
| **Time:** | 17:00 – 18:00 |
| **Venue:** | SIS R LAB |
|  |  |
| **Attendees:** | Claudie, Dewang, Fu Yan, Gaoshuang, Miaoqiong |
|  |  |
| **Agenda:** | Iteration end internal meeting. |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Due Date** |
| 1 | Code Sharing | Gao Shuang | 22 OCT 2015 |
| 2  3  4 | Metric Collection and Mitigation  PM Handover  Update next iteration | Gao Shuang  GaoShuang Fu Yan  Fu Yan | 22 OCT 2015  22 OCT 2015  22 OCT 2015 |

The meeting was conducted at 1700 hours. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

De Wang

Vetted and edited by,

**Fu Yan**