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| **Assignment 2**  **Meeting Minutes** | |
| Date | 6 October 2017 |

**Present**:

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| Alan Shen | X | Girishkumar Dhotarkar | X | Nagib Shah | X |
| Qiushi (Rachel) Zhang | X | Xinan (Langley) Ma | X | Young Choi | X |

**Minutes**

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| **Agenda** | * Detail content of slides * Discuss the different way of the presentation |
| **Outcome** | * **Discussion and Assignment:**   + Discuss detailed method to show our presentation   + Make sure the presentation is attractive |
| **Actions** | * **Discussion:**   + Discuss introduction   + To begin with a moive or question to attrat audience   + Disucss the method to show our VA system   + Assign everyone work of the presentation part |
| **Conclusion(s)** | 50% of Presentation part is completed |