Date/Location: 26-08-2015, EN310
Attendees: Josh, Ping, Woi
Start Time: 16:10
End Time: 16:35

Decisions
=========
* Use Trello as the communication tool for this
* Use Toggl to track the time the team uses
* Use GitHub to manage the code
* Use GitHub Wiki to document the project details
* Listing all files and file's details (eg. usage and location)

Actions
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These must be done before 2 Sept 2015
* Woi investigate the converting tools of coding
* Everyone create account for the services above mentioned
* Ping creates the Trello boards
* Josh creates the Toggl team
* Everyone find issues and bugs, organise and post them to the Trello
* Use the existing git project
* Josh lists and describe the project files
* Josh look through comments the project codes