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| **Date:** | 16th September 2019 |
| **Time:** | 5:30 pm to 8:00 pm |
| **Venue:** | SMU School of Information Systems |
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| **Attendees:** | All members |
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| **Agenda:** | 1. Brush up on PHP  2. Iteration planning |

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|  |  |  | **Due Date** |
| 1 | PHP Revision | All members | 18th Sep |
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| 2 | Finalize bootstrap logic and process | Eugene | 18th Sep |

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| 3 | Setting up the database | Francine and Wang Piao | 18th Sep |

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| 4 | Work on validation and truncating | Risa and Minh | 21st Sep |

The meeting was adjourned at 8 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Francine

Vetted and edited by,

Minh