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| **Date:** | 23rd September 2019 |
| **Time:** | 6:45 pm to 9:00 pm |
| **Venue:** | SMU School of Economics |
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| **Attendees:** | All members |
|  |  |
| **Agenda:** | 1. Progress Briefing  2. Validating CSV files |

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|  |  |  | **Due Date** |
| 1 | Finish validation for Section.csv, student.csv, prerequisite.csv | Francine and Wang Piao | 25th September 2019 |
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| 2 | Finish validation for course.csv, course\_completed.csv, bid.csv | Minh and Risa | 25th September 2019 |

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| 3 | Planning for the progress of the project | Eugene | 25th September 2019 |

The meeting was adjourned at 9 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Wang Piao

Vetted and edited by,

Eugene