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| **Date:** | 16/10/2019 |
| **Time:** | 4PM- 6PM |
| **Venue:** | SIS Level 3 |
|  |  |
| **Attendees:** | Jaslyn, Leonard, See Hoe, Yi Bing, Serene |
|  |  |
| **Agenda:** |  |

1. Delegating roles for doing slides in Progress Update
2. AWS testing and deployment

**To-Do:**

1. Yi Bing & Leonard tasked to assist See Hoe with slides for Online Review
2. Jaslyn & Serene tasked to do final local testing of code before uploading to AWS
3. Jaslyn & Serene tasked to do testing on AWS after deployment

The meeting was adjourned at 6 PM. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

See Hoe

Vetted and edited by,

Leonard