Minutes of Meeting

# Meeting Information

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| SUBJECT: | 15th Internal Meeting |
| Date: | 16th February 2017 |
| Time: | 11:30am – 12:30pm |
| Venue: | SIS Level 5 |
| Attendees: | Teh Kaixin (KX), Nabilah Banu (NAB), Chien Shu Yan (SY), Sean Kwok (SK), Nicole Goh (NIC) |
| ABSENT WITH APOLOGIES: |  |

# Meeting Records

| No | ITEM | REQUESTED  /REPORTED BY | Action BY |
| --- | --- | --- | --- |
| **1.** | Functions to work on  -Bootstrap messages  -Latest upload time  -Ranking Speciality - View doctor list  Dashboard – limit table to display max 5 rows  Method for Index function (individual employees) is not ready  After updating adult screening, return to infant page instead of adult page  Tech complexity  -Converting characters in text editor  Mid-term slides should be done by 20th February | TEAM | INFO  SK/NIC/NAB |
| **2.** | The meeting ended at 12:30pm. | TEAM | INFO |

The meeting was adjourned at 12:30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Recorded/ Updated by: Chien Shu Yan

Reviewed/Edited by: Teh Kaixin

Date: 5th February 2017