Minutes of Meeting

# Meeting Information

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| SUBJECT: | 18th Internal Meeting |
| Date: | 14th March 2017 |
| Time: | 2:00pm – 4:00pm |
| Venue: | SIS GSR 2-6 |
| 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 |
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| **1.** | Information:  Prepare Google forms to get Ulink staff’s feedback  Usonyx - no tomcat, cannot deploy .war file  Consult prof on X-factor  Can we compare targeted and non targeted for finals  Integration for export function:   * Saturday * UT4 Task instruction   UT4 is on 21 Feb  Inform Prof that know that KX cannot make it for poster day | TEAM | INFO |
| **2.** | The meeting ended at 4:00pm. | TEAM | INFO |

The meeting was adjourned at 4:00pm. 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: 14th March 2017