# Meeting Minutes

## Date and Time:

23/03 /2023

## Location:

Monash University

## Meeting Attendees:

* HuangGuoYueYang, Kuah Jia Chen, Ong Di Sheng, Tee Shun Yao

## Apologies:

* None

## Absentees:

* None

## Minute Taker and Time Keeper:

* HuangGuoYueYang

## Agenda

The agenda should be agreed on before the meeting – by email, group chat, etc. It should be distributed to the invitees suitably before the meeting, such that all team members can consider their contributions for each point.

| **AGENDA TOPIC 1** | | | | |
| --- | --- | --- | --- | --- |
| **TIME ALLOCATED** | 10 mins | **LED BY:** | | Kuah Jia Chen |
|  | | | | |
| **DISCUSSION** |  | | | |
| * Discuss which two advanced requirements to be chosen | | | | |
| **CONCLUSION** |  | | | |
| * Requirement a and c will be chosen | | | | |

| **AGENDA TOPIC 2** | | | | |
| --- | --- | --- | --- | --- |
| **TIME ALLOCATED** | 25 mins | **LED BY:** | | Ong Di Sheng |
|  | | | | |
| **DISCUSSION** |  | | | |
| * Discuss a team name * Take team picture | | | | |
| **CONCLUSION** |  | | | |
| * The group name will be “Brute Force” * The team photo was taken during the workshop | | | | |

| **AGENDA TOPIC 3** | | | | |
| --- | --- | --- | --- | --- |
| **TIME ALLOCATED** | 15mins | **LED BY:** | | Tee Shun Yao |
|  | | | | |
| **DISCUSSION** |  | | | |
| * Discuss the regular meeting & working schedule, and how the workload will be distributed * Discuss the technologies that will be used(languages, APIs) | | | | |
| **CONCLUSION** |  | | | |
| * Every Saturday at 1 pm we have a meeting. * Java swing(Front-end), Java(Back-end) | | | | |

## Next Meeting

Date: 25/03/2023(Saturday)

Time: 1 pm

Place: online via zoom