# Meeting Minutes

## Date and Time:

25/03 /2023

## Location:

Online via Zoom

## 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** | 40mins | **LED BY:** | | Ong Di Sheng |
|  | | | | |
| **DISCUSSION** |  | | | |
| * What are the user stories and distribute tasks * How and when the domain model should be done * What should we draw for the UI prototype * Set deadline for all works | | | | |
| **CONCLUSION** |  | | | |
| * Each member contributes 5 user stories * All members work on the domain model together * Ask Dr.Chong how the prototype should be * Have a meeting next Thursday to check the progress | | | | |

## Next Meeting

Date: 30/03/2023 (Saturday)

Time: 4 pm  
Place: Monash University