# Meeting Minutes

## Date and Time:

24/04 /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 e-mail, 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** | 20mins | **LED BY:** | | Ong Di Sheng |
|  | | | | |
| **DISCUSSION** |  | | | |
| * Check on the current class diagram | | | | |
| **CONCLUSION** |  | | | |
| * Finalize the class diagram by making the format properly | | | | |

| **AGENDA TOPIC 2** | | | | |
| --- | --- | --- | --- | --- |
| **TIME ALLOCATED** | 10mins | **LED BY:** | | Kuah Jia Chen |
|  | | | | |
| **DISCUSSION** |  | | | |
| * Check the format of the design rationale | | | | |
| **CONCLUSION** |  | | | |
| * Everyone proofread the design rationale and edited the format properly | | | | |

| **AGENDA TOPIC 3** | | | | |
| --- | --- | --- | --- | --- |
| **TIME ALLOCATED** | 20mins | **LED BY:** | | Tee Shun Yao |
|  | | | | |
| **DISCUSSION** |  | | | |
| * The ways of doing class | | | | |
| **CONCLUSION** |  | | | |
| * See which one is better in next sprint | | | | |

## Next Meeting

Date: 27/04/2023(Thursday)

Time: 4 pm  
Place: Monash University