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| **Date:** | 11/14/2019 |
| **Time:** | 12.30 pm |
| **Venue:** | IS Lounge |
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| **Attendees:** | Cha Da Eun  Vittorio Carecci  Tan Qiu Long Matthew Ian  Brendon Lim  Sheng Qin |
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| **Agenda:** | 1. Run through our current application and the required deployment items |
|  | 2. Run through the presentation’s deliverables |

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|  |  |  | **Due Date** |
| 1 | Presentation Slides | All | 17 Nov |
| 2 | Deploy Application and do Final Bug Fixes | All | 17 Nov |
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We spent some time discussing and consolidating the information needed for the presentation. We also assigned presentation roles to each of us and helped each other familiarize with each other’s parts.

As the date of the final submission is approaching, we will be deploying the application to the web service and do some final bug fixes in order to ensure everything runs smoothly.

The meeting was adjourned at 2.00pm. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,

**Brendon Lim**

Vetted and edited by,

**Vittorio Carecci**