|  |  |
| --- | --- |
| **Date:** | 3rd October 2019 |
| **Time:** | 9.00 am |
| **Venue:** | SIS GSR 3-6 |
|  |  |
| **Attendees:** | Cha Da Eun  Vittorio Carecci  Tan Qiu Long Matthew Ian  Brendon Lim |
|  |  |
| **Agenda:** | 1. Finalise presentation slides for presentation 2. Fix schedule |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Due Date** |
| 1 | Go through slide contents and make necessary edits/ corrections | All | 3rd Oct |
| 2 | Get familiar with the flow of the presentation slides and contents | Matthew | 3rd Oct |
| 3 | Fix schedule | All | 3rd Oct |

The meeting was focused on going through the bug metrics and testing cases. Some of the testing scenarios cut down so it is easy for the audience to get an overall view.

The schedule was also edited and updated:

* adding of commit IDs
* Calculating slacks

The meeting was adjourned at 11.30 am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

**Cha Da Eun**

Vetted and edited by,

**Matthew Tan**