

<b>Meeting Date:</b>	19 Oct 2023		
<b>Members attending:</b>	Erwin, James, Stanley, Yanchen, Sachin, Wenbo		
<b>Apologies:</b>	Melinda Hodkiewicz		
<b>Minute taker:</b>	Stanley	<b>Length:</b>	50 min

**Main points discussed and tasks completed:**

- Demonstrate the final project product.
- Verify all the functional requirements and features that are mentioned from last week to the product.
- Demonstrate all the security measures for our final product e.g. login password, user privileges (admin, team lead, etc..), in terms of the accessibility of the record created
- Going through all the functional requirements proposed in the document

Action Items		
What?	By whom?	By when?
adding validation status of the record in the search filter page		20/10/2023
Sign up page, having to notify the admin regarding the new account created and will be need approval from admin		20/10/2023

**Our next meeting will be:**

**Date: --**

**Time:**

**Venue:**