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| **Meeting Date:** | 19 Oct 2023 | | |
| **Members attending:** | Erwin, James, Stanley, Yanchen, Sachin, Wenbo | | |
| **Apologies:** | Melinda Hodkiewicz | | |
| **Minute taker:** | Stanley | **Length:** | 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

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| **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 |
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**Our next meeting will be:**

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| **Date: --** | **Time:** |
|  | **Venue:** |
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