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| **Date:** | 1 November 2019 |
| **Time:** | 12:00 PM – 2:00PM |
| **Venue:** | LKCSB SR 2.1 |
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| **Attendees:** | Goh Soo Chi, Wong Wei Ling, Lim Jia Yu, Beh Wei Chen, Shermin Tan |
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| **Agenda:** | 1. Discuss changes to be made after UAT. |

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| **No.** | **Task** | **Done by** | **Due Date** |
| 1 | Prepare additional testcases | Wei Chen, Shermin | 4 November 2019 |
| 2 | Fix all bugs from UAT and testcases | Soo Chi, Jiayu | 5 November 2019 |
| 3 | Determine the critical path of Iteration 4 planned schedule | Wei Ling | 22 November 2019 |

It was decided that we will prepare additional testcases to find out as many bugs in our app as possible and to debug them.

**Tentative Functionality/Task Allocation**

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| **Wei Chen & Shermin** | **Soo Chi & Jiayu** | **Wei Ling** |
| Prepare additional test cases | Fix all bugs from UAT and testcases | Deploy app |
| Run testcases + regression testing, prepare testcases | Test app on web server + debugging, prepare bug metrics | Final submission |

The meeting was adjourned at 2pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Wong Wei Ling

Vetted and edited by,

Shermin Tan