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| **Date:** | 2 October 2019 |
| **Time:** | 6:00 PM – 9:00PM |
| **Venue:** | SIS SR 2.1 |
|  |  |
| **Attendees:** | Goh Soo Chi, Wong Wei Ling, Lim Jia Yu, Beh Wei Chen, Shermin Tan |
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| **Agenda:** | 1. Understand the latest wiki update changes as of 28th September 2019  2. Review team’s progress thus far and prepare for PM Review   (Q&A slides mainly) |

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| --- | --- | --- | --- |
| **No.** | **Task** | **Done by** | **Due Date** |
| 1 | Have a good night’s rest for tomorrow ☺ It’s the end of iteration 1! | Everyone | 3 October 2019 |

**Updated Roles & Responsibilities**

**A picture containing scoreboard, furniture, sky, text

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**A screenshot of a cell phone

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**Current Bug Metrics**

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It was decided that we’ll include a few more slides regarding the rationale of our schedule, rotation plan as well as some difficulties we faced on our project journey to provide more insight to our project plans and progress thus far.

The meeting was adjourned at 9pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Shermin Tan

Vetted and edited by,

Lim Jia Yu