**Template A: Minutes of Meeting**

**MINUTES OF PROJECT MEETING**

**Date** : 5 August 2021

**Time** : 9AM to 1PM

**Venue** : MS Teams Meeting

**Present** : Bhareth Rex Loganathan, Lee Weiyang

**Minuted by** : Lee Weiyang

**Vetted by** : Bhareth Rex Loganathan

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|  | **Items Discussed** | **Action By** |
| **1.** | User management:   1. How user creation should be handled.    1. Option a: only allow users with the sign up key to create an account    2. Option b: only admin is able to create accounts 2. Customers will be unable to create an account |  |
| **2.** | Future work:   1. Mockup of user management page 2. Mockup of product cards 3. Finalise the following:    1. Functional requirements    2. Additional deliverables    3. Project architecture    4. Tech stack (e.g. database, frontend, backend) |  |
| **3.** | Next meeting will be on 9 August 2021 |  |