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| Date: | 31 Oct 2019 |
| Time: | 9.00 pm |
| Venue: | Outside SOB GSR 3-13 |
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| Attendees: | Cliffen Lee; Qu Wen Rui; Yang ZhouYiFan, Khoo Xian Shuang |
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| Agenda: | 1. Discuss and compile list of bugs found during UAT  2. Iteration 4 scheduling |

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| S/N | Agenda Item | Personnel | Due Date |
| 1 | Check wiki and plan for iter 4 json testing | Cliffen & Wenrui | 01/11/2019 |
| 2 | Check wiki and plan for iter 4 manual testing | Yifan & Xian Shuang | 01/11/2019 |
| 3 | Debug problems found during UAT | Cliffen & Xian Shuang | 04/11/2019 |
| 4 | Create & update testcases for iter 4 | Wenrui & Yifan | 04/11/2019 |

Next Meeting and agenda:

1. Update progress on tasks assigned
2. Plan and adjustment to upcoming tasks based on progress

The meeting was adjourned at 11.30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Yifan

Vetted and edited by,

Wenrui