

Attendees	<p>Professor Kam Tin Seong, Esther Gao Shuang, Wang Ziteng, Desmond Lin, Tan Yong Ying, Cheryl Yong, Lam Youkang</p> <p>Sponsor:</p> <ul style="list-style-type: none"> - Nguyen - Chun Keong - Sylvain - Akshaya P - Anna - Deepika
Date	2017/08/25
Location	Sponsor Office
Meeting Agenda	Data Sharing, High Level Plan & Discussion & Collaboration Tools
Notes	<ul style="list-style-type: none"> - Teams have decided to work on separate products instead of both teams working on one product. One team will work on one product while the other will work on another product which is TBC. - Sylvain: It'd be good to have end-to-end view of the supply chain. From the suppliers to customers view as well as in-between steps. - Given 2 product lines, there might be different approaches and analysis as well. <p>Chun Keong:</p> <ul style="list-style-type: none"> - Shared on the files that will be shared with SMU. - Files such as the Exchange rate used by the team, internal production, packaging information etc. were being shared with the team. The variables from each file were also being explained.
To-do	<ul style="list-style-type: none"> - SMU teams to go back and look at the files during the weekend before coming back next week to ask any questions or clarify any issues. - Next meeting: 30/08/2017 at Client's office