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| **Date:** | 12/1/2017 |
| **Time:** | 1530-1630 |
| **Venue:** | GSR SIS 2.1 |
|  |  |
| **Attendees:** | Gauri Bhatnagar  Thavanesan s/o Sivananthan  Wang Tian Tong |
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| **Agenda:** | 1. Sharing of insights gathered from previous projects 2. Brainstorming for new ways to improvise upon previous projects' |

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|  | **Task/ Description** | **Person-in-charge** | **Due Date** |
| 1 | Discussion of project insights gathered from previous project | ALL |  |
| 2 | Encountered many doubts which need to be clarified during upcoming meeting with project supervisor | ALL |  |

The meeting was adjourned at 1630 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,

Thavanesan

Vetted and edited by,

Thavanesan