**FYP Meeting Minutes**

**Location**: School Of Information System, class room 3.1

**Date and time**: 28th January 2010, 10am

**Purpose**: Project development discussion

**Clients** attended: Not required.

**Team members attended**: All

**Absent**: No absentees.

**Project development discussion**

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| --- | --- | --- | --- |
| **Milestone** | **To be completed on** | **Changes and update in development progress** | **In Charge** |
| 1 | 15 Feb 10 | **BTG Members/Affiliates/Country Licensees*** View/Post/Edit/Remove Contents (e.g. Video, Images and wall)
* Job offers to be shifted to the next milestone

**UAT / Bughost*** Update bugs in Bughost after UAT
* Prepare draft midterm review report

**Send Message/ Invites functionality*** Resolved the bugs found in Bughost after UAT
 | **Wenhao****Gifford****Chongheng****Alex** **Xuanyi** |

The team will develop the project based on the planning above.

**Important Notes:**

1. The team will try to resolve any bug found after UAT.
2. The team will review the development progress in the next meeting.

**Created By**: Oh ChongHeng, Lead Documenter and Liaison