**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