

CHOCOLICIOUS MEETING MINUTES #4

Date: 27 June 2014
Time: 8:00 pm
Venue: Jinq-Yi's House

Attendees: All

Apologies: Nil

Agenda: 1. Project progress – Iteration 3
2. Any other business

	Note/ Task	Actor	Due Date
1	Do up metrics	Zhen Jie	12 Jul
2	Email profs to seek permission on bidding 5 modules.	Jinq-Yi	30 June
3	Ensure project on schedule.	Zhen Jie	NA
4	Continue to complete task in Iteration 3	All	10 Jul

The meeting was adjourned at 9:30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Trecia Koh

Vetted and edited by,
