Date: 11 January 2018

Time: 9.30am

Venue: SMU SIS MR 4-3

Attendees: Gerald Tan
       Bertran Queck
       Yeo Yi Xiang
       Jamie Chew
       Toh Yi An

Agenda:	- Go through completed tasks and functionalities - Run through wireframe mockup - Explore streaming to improve speech response → 30% reduction, but aims to further improve - Tidy up and complete all outstanding customer request module functionalities - Explanation of how the team resolved past bug issues - Education - Request/Reply Details of API will be put on hold, emphasis on Quiz

The meeting was adjourned at 10.30am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Jamie