

**Internal Meeting**

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| **Date** | 11th November 2016 |
| **Time** | 4:00pm – 6:00pm |
| **Venue** | Avinash’s Rented Apartment |
| **Attendees** | 1. Samantha NG Bao Xian 2. Elliotz Kamarulzaman THIARA 3. TAN Wei Liang 4. WHEY Zhen Hui 5. Avinash DASH 6. Muhammad Irshad Bin Mohamed SALLEH |
| **Absent** |  |
| **Agenda** | 1. Project Scope 2. Assignment Allocation 3. Unavailability for December break |

**Minutes of Meeting**

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| **S/N** | **Subject** |
|  | **Project Scope**   * Timeline and Iteration changes due to Exams * Customizable events – meaning that users can choose to customize the type of events they want. E.G they can create their events by selecting the type of data from sensors and creating alerts. * Methods to establish rule engine – using sockets and drools language * After exams, meeting should be conducted 3 times a week so that work can be completed. * In order to retrieve raw readings from the official gateway, we need to use GET request method. |
|  | **Task Allocation**   * Zhen Hui – adjust timeline and iterations. Set up meeting with Andus and Yeong Ki * Wei Liang & Samantha – Research on AJAX * Irshad, Elliotz and Avinash – Research on Drools and Web sockets * Elliotz – Complete minutes |
|  | **Unavailability for December break**   * 16 – 26 December (AVINASH) Visit Parents * 6 – 8 December (IRSHAD) Batam Holiday * 30 – 4 December (ELLIOTZ) Thailand Holiday |

**Action Task/To-do List**

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| **S/N** | **Action** | **Deadline** | **In charge** |
| 1 | Complete Task Allocation | 14/11/16 | All |
| 2 | Meeting Andus on Thursday | 17/11/16 | All |

Prepared by,

Elliotz

Vetted and edited by,

Zhen Hui