# Meeting Information

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| Date/Time: | 8 November 2017, 1030AM – 1115AM |
| Venue: | SIS L4 Offices |
| Agenda: | 1. Obtain feedback from sponsor after acceptance |
| Minutes by: | Cheryl |

# Meeting Attendance

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| S/N | Team Member | Role |  |
| 1 | CHEAU Nor Ailin | Project Manager | Present |
| 2 | Cheryl LEE Sze Min | Quality Assurance | Present |
| 3 | Grace FOO Huan Ting | Frontend Developer | Present |
| 4 | KYAW Htet Soe | iOS Developer | Present |
| 5 | LEE Pei Jia | UI/UX Analyst | Present |
| 6 | YA Min Nyi Nyi | Backend Developer | Present |

# Notes

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| S/N | Topic | Notes & Tasks |
| 1 | Project background | UAT – Functional testing within team  Target for deployment to be done before midterms, no other functions to add after midterms  Review X factor  Review offline properties  Ya Min & Htet Soe to be in charge of deployment  Content in-application as complementary comtent  Supplementary materials to be added as revision materials |

# To-Do

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| S/N | Task | Assigned to |
| 1 | QA to ind out the measurements to help with UAT e.g. 1 – 5 Likert Scale | Cheryl |
| 2 | Team to discuss deliverables for midterms and finals | All |
| 3 | Ailin to link up with Mr Tan Wan Chin, lecturer for module with Service Learning | Ailin |