

## Internal Meeting Minutes #22

Meeting Date	11 September 2016
Meeting Time	1500-1600
Mode	Physical
Internal?	Yes
Members Present	All members are present
Agenda	<ol style="list-style-type: none"><li>1. Discuss UAT #2 document and procedures</li><li>2. Get more investor friends to use our application</li></ol>
Meeting Minutes	<ul style="list-style-type: none"><li>• Booked rooms for UAT #2</li><li>• Finalized UAT #2 document and procedures</li><li>• Got more investor friends to use our application</li></ul>
Upcoming To Dos	<ul style="list-style-type: none"><li>• Continue development and testing</li><li>• Arrange supervisor meeting</li><li>• Schedule a meeting with our client</li></ul>

The meeting was adjourned at 4.00pm. These minutes will be circulated and adopted if there are no amendments in the next day.

Prepared by,  
Tay Jing Ying

Vetted and edited by,  
Tan Chong Yong