

Internal Meeting Minutes #30

Meeting Date	14 November 2016
Meeting Time	1930-2130
Mode	Physical
Internal?	Yes
Members Present	All members are present
Agenda	<ol style="list-style-type: none">1. Discuss how UT3 should be done2. Evaluate and conclude Landing Page3. Raise up bugs found4. Discuss server latency
Meeting Minutes	<ul style="list-style-type: none">• Discuss about the process flow of the test• Talk about the time and place of the UT• Alex and Jared has concluded that server latency was due to the 'long process' hogging onto the bandwidth for both applications running – Solution is to ensure that the server is restarted promptly periodically
Upcoming To Dos	<ul style="list-style-type: none">• Come up with UT 3 documents

The meeting was adjourned at 9.30pm. These minutes will be circulated and adopted if there are no amendments in the next day.

Prepared by,
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Vetted and edited by,
Eustace Zheng