

TEAM ELEMENT
INTERNAL MEETING 22 MINUTES, 10 MARCH 2016

Date	10 MArch 2016
Time	1300
Venue	SIS Level 4
Attendees	<ul style="list-style-type: none">• Cassandra Thai Jia Ying• Stella Wong Hui Min• Nguyen Nhat Minh
Agenda	<ol style="list-style-type: none">1) Allocation of work2) Brainstorming for X-factor

Allocation of work

Updates of functions:

Analytics BE – 10%

Analytics UI – 0%

Manage Feedback UI – 0%

Manage Feedback BE – 50%

CFT LSP Forms UI – 0%

CFT LSP Forms UI – 0%

Recommending Modules - ??? (Matthew did not appear for meeting and never replied messages)

The meeting was adjourned at 1545. These minutes will be circulated and adopted if there are no amendments reported in the next 3 days.

Prepared by:

Nguyen Nhat Minh

Vetted and Edited by:

Cassandra Thai

