

Date: 3/2/2016
Time: 1100 – 1200
Venue: SOE GSR 2-12

Attendees: Gauri Bhatnagar
Tay Guang Wen
Sin Xin Yee
Yap Wei Heng
Lim Xin Yi

Agenda: 1. Update on Soft Launch
2. Next Client Meeting

	Task/ Description	Person-in-charge	Due Date
1	<u>Update on Soft Launch:</u> <ul style="list-style-type: none">• Everybody was able to login with Facebook except one student, who had issues.• The pages were loading at a fast speed and they did not face any lag.• The students were asked to submit at least one action a day.• The students were also asked to submit feedback once a week.• The other soft launches will be done with Eco Singapore volunteers.• Wilson will also bring up any feedback that he has received.		
2	The next client meeting will be on Friday, 5 February 2016.		

The meeting was adjourned at 1200 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,
Lim Xin Yi

Vetted and edited by,
Tay Guang Wen