

# INTERNAL MINUTES #14

<b>Date:</b>	5 November 2012
<b>Time:</b>	700 pm
<b>Venue:</b>	IIE Incubator
<b>Attendees:</b>	<ol style="list-style-type: none"> <li>1. Ardian Tjeng</li> <li>2. Grace Shintany Lee</li> <li>3. Melwin Tanu</li> <li>4. Shira Aretti (leave at 9)</li> <li>5. Tai Shi Ling</li> </ol>
<b>Absentees:</b>	-
<b>Agenda:</b>	<ol style="list-style-type: none"> <li>1. Finalize Acceptance Presentation Slides</li> <li>2. Debug and Deploy</li> <li>3. Update Wiki and Bug Tracking Log</li> </ol>

## DISCUSSION

No.	Details
1.	<p><b><u>Finalize Acceptance Presentation Slides</u></b></p> <ul style="list-style-type: none"> <li>- All finalize presentation slides</li> <li>- Melwin add animation to slides</li> </ul>
2.	<p><b><u>Debug and Deploy Application to Microsoft Azure</u></b></p> <ul style="list-style-type: none"> <li>- Shiling do the debugging for bugs from Iteration 1</li> <li>- Shiling deploy the application to the server</li> </ul>
3.	<p><b><u>Update Wiki and Bug Tracking Log</u></b></p> <ul style="list-style-type: none"> <li>- Grace update wiki and bug tracking log with latest information</li> </ul>

## TO-DOs

Task ID	Details	Date Due	Assigned To
1.	List out and assign task for Iteration 4 (Shopping and Profile)	18 Nov	Melwin & Shiling
2.	Fix bugs related to 3D avatar (refer to bug tracking log #12-14)	18 Nov	Melwin
3.	Fix bugs for browser compatibility (refer to bug tracking log #11)	18 Nov	Shi Ling
3.	Fix bugs related to cache error (refer to bug tracking log #15)	18 Nov	Ardian

## NEXT MEETING

<b>Date:</b>	19 November 2012
<b>Time:</b>	7:00 pm
<b>Venue:</b>	TBA
<b>Agenda:</b>	TBA

Meeting adjourned by: 10:30PM

**Minutes taken by:** Melwin Luis Tanu  
**Vetted by:** Grace Shintany Lee on 5 November 2012