

**Final Year Project
Meeting Minutes**

Meeting Information	
Date:	17 th October 2014
Time:	1500
Venue:	Singapore Management University

Attendees:	<ol style="list-style-type: none">1. Jong Hyeok Lee2. Joel Woo3. Lavinia Tay
Absentees:	<ol style="list-style-type: none">1. Benjamin Chan
Meeting Agenda:	<ol style="list-style-type: none">1. Update supervisor on project progress2. Get midterm reviewer feedback from supervisor3. Clarify supervisor's expectation for upcoming final presentation

Summary of Meeting / Task Assignment		
1.	Team	<p>Business Direction</p> <p>Supervisor wants us to finalize on one direction by next week.</p> <p>We have reached out to agencies to see if they are interested in our app, and plan to meet one of them next week.</p> <p>For now, we are sticking to the original direction of catering our application to the general public users and agencies of Singapore.</p> <p>But if we are not able to get them to use the app, our business direction will pivot as per supervisor's advice.</p>

The meeting was adjourned at 1600. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Joel Woo

Vetted and edited by,

Lavinia Tay