

Date: 21 September 2017

Time: 7pm

Venue: SMU SIS MR 4-3

Attendees: Gerald Tan
Bertran Queck
Yeo Yi Xiang
Jamie Chew
Toh Yi An
Professor Alan Megargel

Agenda:

1. Current Progress of the project
2. Project Timeline
3. Risk Involved
4. Changing of meeting time
5. Resources required

Things to note:

1. Cost of speech to text from google - Use sponsor credit card when the free time expires
2. Think of contingency if external resources used stop its services

The meeting was adjourned at 9pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Jamie

