

Sponsor Meeting Minutes 6

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| **Date:** | 24/03/2018 |
| **Time:** | 3.30pm – 5.00pm |
| **Venue:**  | Cyber Builders Office(Cambridge Building21 Ubi Rd 1, Singapore) |
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| **Attendees:** | Gao Hai Long, Liu Jia Meng, Zhang Xiao Yu, Zhang Yu Zhe, Gary Quek Jian ZhangMr Williams Kong ( Sponsor ) |
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| **Agenda:** | 1. Progress Update
2. App Demo
3. Hand over
4. If he allows Our project to be continued on SMU commercialization grant under SMU incubator programme.
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| **Time** | **Point** | **Action** |
| 3.30pm | Progress Update | Shared on current progress with updated functions and improved UI.Schedule task on track. |
| 4.00pm | App Demo | Demo with improved functionalities.  |
| 4.15pm | Hand over | Discussed on required documents for handing over. Git account, AWS account with keys.Sponsor wants to test if app can be put into practice smoothly. |
| 4.45pm | If he allows Our project to be continued on SMU commercialization grant under SMU incubator programme. | Sponsor has no objection. |

The meeting was adjourned at 5.00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

**Zhang Yu Zhe**

Vetted and edited by,

**Gao Hai Long**