

DATE	14 October 2013
TIME	9am
VENUE	SIS Level 5
ATTENDEE(S)	Chua Pei Shan, Gwendolin Tan, Lim Xin Yi, Shemin Ang, Ng ZhenYuan
ABSENTEE(S)	-

AGENDA	<ol style="list-style-type: none"> 1. Project Proposal 2. Progress Update
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Topics	Details
Project Proposal Update	<ol style="list-style-type: none"> 1. Modify Project Description and X-Factor. 2. Elaborate more on Project Description. 3. Include Technologies used.
Progress Update	<ol style="list-style-type: none"> 1. Fine. 2. Moving on to the next iteration.

S/N	Task	Member Responsible	Due Date
1.	Modify Proposal	Pei Shan	20 October 2013 (Completed)

The meeting ended at 11.00pm. These minutes will be circulated and adopted if there are no amendments reported on the next three days.

Prepared by,
Xin Yi

Vetted and edited by,
Pei Shan