

#  CODEZILLA MEETING MINUTES

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| Details of Meeting |
| Meeting Title | Iteration 8 – Acceptance – Acceptance Presentation |
| Date (DD/MM/YYYY) | 22/08/2017 | **Time** | 5:00PM – 6:00åPM |
| Location | SMU SIS Meeting Room 5-1 |
| Minutes Prepared By | Jolene Teo | **Minutes Vetted By** | Zul Yang |
| Attendees | Benjamin Gan (Prof)Edward Booty (Sponsor)Zul YangEdward FooKoh Xiao WeiAmanda LimJolene TeoNigel Goh | **Absentees** |  - |
| Meeting Objective |
| Acceptance Presentation on our project ImpactLaunch.Space to Prof and our Sponsor |
| Meeting Agenda |
| 1. Acceptance Presentation
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| Meeting Notes, Discussion |
| S/N | **Topic** | **Details** | **To Note** |
| 1 | Acceptance Remarks | -The following are the comments given for our project during the presentation:* Demographics of the survey to be provided
* Do not use Facebook Groups and Trello as examples as they do not seem to be good examples
* Do not use geographical accessibility as one of the comparison criteria. ImpactLaunch.Space also cannot be fully geographically accessible
* Change the personas to suit our application more, make use of the 3 countries (UK, Singapore, Philippines)
* The video found on the project view page needs to be changed. Ensure it works.
* Could include the project picture on the view project page. Currently it can only be viewed on the explore page, not on the project page itself
* Making use of a gif to show the receiving of messages (e.g. bells ringing)
* Categorization of messages in the inbox (Read/unread, filtering, based on projects etc.)
* ER diagram show without attributes
* Azure concern about the database
* Go live date is too close to the midterms. Could look into changing it
* Making use of real users for the UAT
* Using the terms interface and functionality properly
* X Factor: Changed to 5 active projects
* Instant messaging and rocket chat
* Discuss project management module properly
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| Actionable Items |
| S/N | **To Be Done** | **Team Member(s)** | **Due Date (DD/MM/YYYY)** |
| 1 | - | - | - |
| Next Meeting (If Applicable/Discussed) |
| Date (DD/MM/YYYY) | TBC | **Time** | TBC |
| Location | TBC | **Objective** | TBC |
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