

Date: 29/01/2015
Time: 1530 - 1630
Venue: SIS MR 4-3

Attendees: Gauri
Sin Xin Yee
Tay Guang Wen
Yap Wei Heng
Lim Xin Yi

Agenda: 1. Updating Mok on our work so far
2. Feedback from Mok

	Task/ Description	Person-in-charge	Due Date
1	<u>Advice from Mok:</u> <ul style="list-style-type: none">• One very important learning point is to use a repository for versioning control. This is a MUST HAVE and you should use it to prevent people from overwriting files again.• Be sure to back up all your files on dropbox so that you will have a copy in the event that your server fails• Be sure to test your web application on all browsers. Make sure to do testing on the different phones as well (Android and IOS)	ALL	
2	<u>Mid-Term:</u> <ul style="list-style-type: none">• Question: What are the diagrams that I should have for mid-terms? Ans: For our project there is no need to show deployment, so we can just show where the databases are, and how the different modules are connected.• For X Factor we can talk about the soft launch. Be sure to take some pictures, and can even include the minister thing.• Planned VS Actual Timeline: There should be some documentation, and there can be some lessons learned.• We should sign up for other teams mid-term presentations (especially the ones who have the same reviewers as us) so that we can see what kind of questions they will ask.• We will need to show Mok our slides before the midterm.	ALL	

The meeting was adjourned at 1630 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,
Gauri Bhatnagar

Vetted and edited by,
Tay Guang Wen