Group Meeting 7 |Minutes

		Attendees
Meeting called by	Rizudin	Al Faried
Type of meeting	Group Meeting	Joel
Facilitator	Rizudin	Martin
Note taker	Joel	Rizudin
Timekeeper	Al Faried	

AGENDA TOPICS

1. Project Manager reviewing the back-end progress
2. Quality Assurance Lead clarifying information on Account module
3. Discuss the Year 3 Term 1 Timetable
4. Prepare paper prototype

Time Allotted | *1100-1300*

- **Project Manager reviewing the back-end progress**
  - The password manager is cancelled. Need to clarify with sponsor if he wants the Password Manager.
  - Joel and Faried run through the backend simple template to ensure everyone understands it
  - Martin needs to integrate the backend with frontend work by Thursday
  - Faried to research on Django session and access control for users

- **Quality Assurance Lead clarifying information on Account module**
  - Check on the login functionality
  - To be completed by Friday night

- **Discuss the Year 3 Term 1 Timetable**
  - Thought of having the lessons together on the same day but not possible due to different modules and timings
  - As a result, we keep Wednesday and Friday 3:30pm onwards free.
  - Every member has to send their commitment and time schedule to the PM
  - PM will collate and send everyone the calender

- **Prepare paper prototype**
    - PM send a sample of paper prototyping online to ensure everyone knows what it is
    - Everyone expects to do Account Module and Team Management paper prototype
    - Deadline by Tuesday

Action Items	Person responsible	Deadline
Parallel paper prototyping	**Everyone**	**2 July 2018**
Integration back-end with front-end	**Martin**	**4 July 2018**
Conduct QA on Account Module	**Rizudin**	**5 July 2018**
Send time schedule and commitments	**Everyone**	**15 July 2018**

Key takeaways for the meeting:

- Password Manager is cancelled. We will bring up to the sponsor.
- Parallel paper prototyping is better than single paper prototyping because we can get more ideas

Minutes Recorder: Joel

Minutes Vetter: Martin

Minutes Approved: Rizudin