Date: 15/01/2015
Time: 1530 - 1700
Venue: SIS MR 4-6

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

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

	Task/ Description	Person-in-charge	Due Date
1	Information on Soft launch: • We conduct User testing with Wilson first after every iteration • Soft launch is open to public kind of launch. It should have something more presentable to entice users/students to continue using our application • Soft launch with beta version to lower expectations • Soft launch is a milestone to cross, preferably to clear before mid-term.	ALL	
2	Questions on Greenhulk • It is important to determine how many **concurrent** users at one time so we will know when the system crash • Identify how soft launch will be done to prevent a crash of the server. For example, if launched to a group of students and asked to login at the same time.	ALL	
3	With reference to Social Media UI/UX (point 7) from last meeting, • We showed Wilson www.unicornisland.ca and we are following that format for the display for Social Media	ALL	
4	Eco Action Module • We still need to work on validation of file the users upload on the image. We • The admin should be given the option to download the picture because the admin might have difficulty viewing the picture due to poor resolution.	ALL	
5	Rewards Redemption Module • Type of reward should be shown for reward redemptions page, otherwise admin would not know what reward it is • Question to consider: Is it possible to un-send rewards on the reward redemptions page? • Admin side, under edit reward. Change reward details to a text box.	ALL	
6	We updated Mok on Sponsor's change in requirements from Calendar module to Events module.	ALL	

7	Advice on updating of timeline on Wiki: • Shuffle modules down and remove the least important modules	Guang Wen	

The meeting was adjourned at 1700 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,
Sin Xin Yee

Vetted and edited by,
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