

Iteration 12 <Separate Server and Calendar Tie-Up>

Date: 12 March 2015

Time: 10am to 1045am

Venue: Prof Ben's office

Attendees: Chua Min Xuan, Hakam, Tan Gui Shi, Brindha Menon, Khiew Shi Kai

Absentees: -

Internal meeting agenda:

To be discussed / brought up	Remarks / Comments
Updated Project Schedule https://wiki.smu.edu.sg/is480/IS480_Team/wiki%3A_2015T2_Marreo/Project_Management	
User Testing Progress Aim: 5 users this week Documentation done	
Ultimate Wedding Bootcamp updates	http://singaporebrides.com/schedule.php
Marketing Materials <ul style="list-style-type: none">- Social Media<ul style="list-style-type: none">- Communications Plan- Stickers- PDF Manual	
Debugging and Testing	

Discussed during meeting:

Update Project Schedule

- Client will be separating Marry.SG as separate server + deploy (13 March)
- Why GraphPaper only works on Chrome
 - Due to Meteor libraries and some are not able to work on Safari & IE
- New Layout created
 - Removed GraphPaper elements
- In the midst of creating User Manual
 - For users to know how to use GraphPaper
- **X Factor**
 - We will be getting real users from 13 March
 - Limitation: Browser limitation (only able to use Chrome), limits iPad users
- Payment card is replaced with separation of server
- Coding element left: Tying up with Calendar

- Will need to have Export
- See if Things to do can be exported into different calendars
- Get 50 people not only downloading, but using the app to plan their weddings
- Plan for freebies for first 50 users
- Freebies during wedding fair: File + Sticker (Add IS480 logo, do in white background)
 - Get files with better quality
 - Quantity: 100
 - Budget: \$100 ~ 200

User Testing

- 12 March & 13 March, there will be 6 user testings (Brindha's relatives & Hakam's relative)
- What we learnt from Adrian's user testing
 - RSVP link straight to Guest List Manager
 - Tie up with Calendar
- Vyane's user testing on 20 March
 - Try to get comments regarding aesthetic view

Ultimate Wedding Bootcamp updates

- Marreo not going down for Bootcamp because the product is not deployed
- Will be going down for other Wedding workshops and events

Social Media

- Activate Facebook page
- Get as many Likes as possible
- Try to do a translucent manual, showing the whole screen, but this is not a priority

Action Items:

#	Task	Assigned	Due date
1	Email other wedding events	Hye Ri	15 March 2015
2	Test on different web browsers	Hye Ri	
3	Have screenshots just in case	Brindha	15 March 2015
4	Lead the users to canvas instead of "New Canvas" screen	Hakam, Max, Shi Kai	19 March 2015
5	Come up with a concrete plan of materials for wedding fairs/workshops	Hye Ri, Brindha, Gui Shi	14 March 2015

Minutes recorded by:

Seol Hye Ri