

Date: 18/3/2016
Time: 1830-1930
Venue: SIS MR 4-7

Attendees: Tay Guang Wen
 Gauri Bhatnagar
 Sin Xin Yee
 Wilson Ang

Agenda:

1. Progress updates
2. Finalize changes with Wilson
3. Coordinating with Wilson the next User Test

	Task/ Description	Person-in-charge	Due Date
1	<u>Pledge Module:</u> <ul style="list-style-type: none"> • Option to upload photos for their pledge. • Ben & Jerry's wish to have users to take photo and upload their pledge • Differentiation between pledge and take action: Admin will download the photo that users submit as pledges and upload on Facebook to share with others what pledges there are. It is an optional choice. Take Action is required. 	ALL	
2	<u>User Test:</u> <ul style="list-style-type: none"> • We are given 30mins-1 hour to conduct our user test • We are to conduct our own briefing to the participants 	ALL	
3	<u>Changes:</u> <ul style="list-style-type: none"> • Remove activity amount for Edit button under the "in a community" act • To include username of users for actions and pledge • If they did not key in and enter what is their house type, they should not be able to submit utilities bill. • Be able to choose and select events in terms of event type and organization • Knowledge?! Resource page. Clicking on it will redirect you to another page. • Include NGOs and Knowledge as extra circles • Alignment of circles: Social, News and Events move down left one circle • Statistics: Chart formats if possible but NO • Statistics show affiliation • By end March: the 2 buttons and most of the app should be completed. 		

The meeting was adjourned at 1930 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,
Tay Guang Wen