**Internal Meeting 15
(Iteration 8 Week 2)**

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| **Date:** | 30 August 2017, Wednesday |
| **Time:** | 3.30PM – 6PM |
| **Location:** | SMU SIS GSR 3.5 |

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| **Attendees:** | Rachel WongJeremy TayLiaw Wee KiatLim Li TingTan Si Ying AngelaManfred Loh |

**Agenda:**

1. Discuss what to include in the integration
2. Allocate Tasks

The meeting was adjourned at 6.00pm. This minutes will be uploaded to IS480 Wiki page, and adopted if there are no amendments reported in the next three days.

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| Time | Item | Action |
| 3.30PM | What to bring over from rebels to wp-admin?* Dashboard Module (primary)
* Reporting Module (secondary)
* Sales Dashboard Module (secondary)
* Influencer Module (secondary)
* Influencer Performance Module (secondary)
* Product Reorder Analysis (secondary)
* Communication Module (good to have)
* Exporting Influencer Performance to Pdf (good to have)

Tasks By Sunday:- SEO (Angela, Done)- Change /wp-admin to devninjas.tech (Jeremy)- Dashboard + Login Page (Manny)Others:- See how we can make use of the woocommerce charts + Categorise them (Rachel)- Send Email to Hoi, cc Gan (Wee Kiat)- Find out how write plugin (Wee Kiat, Angela, Liting)- Find out how we can edit plugin to do 'Influencer Module' (Wee Kiat, Angela)Resources (Can consider):https://docs.woocommerce.com/document/create-a-plugin/https://docs.google.com/spreadsheets/d/1KFu03wHvjxBCANNiZ8K4kpPIB5llVXlOykVZDEWoj-o/edit#gid=0 |  |
|  | **Ninja Meeting 16**4 September 2017, Monday(All attending)**Next Ninja Meeting 17**11 September 2017, Monday(All attending) |  |

Prepared by,

Lim Li Ting

Vetted by,

Liaw Wee Kiat

By Sunday

- SEO (Angela, Done)

- Change /wp-admin to devninjas.tech (Jeremy)

- Dashboard + Login Page (Manny)

Others

- See how we can make use of the woocommerce charts + Categorise them (Rachel)

- Send Email to Hoi, cc Gan (Wee Kiat)

- Find out how write plugin (Wee Kiat, Angela)

- Find out how we can edit plugin to do 'Influencer Module' (Wee Kiat, Angela)

Resources (Can consider):

https://docs.woocommerce.com/document/create-a-plugin/

https://docs.google.com/spreadsheets/d/1KFu03wHvjxBCANNiZ8K4kpPIB5llVXlOykVZDEWoj-o/edit#gid=0

Monday

- Discuss Scope + Timeline

- Allocate Tasks for next Iter

- Discuss Algo for influencer moduel