Date: 24/10/2015
Time: 1200 - 1500
Venue: SMU Library Project Room 4-11

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

Absent: Lim Xin Yi

Agenda: 1. Update on progress
2. Reaffirm timeline
3. Layout of new web application

	Task/ Description	Person-in-charge	Due Date
1	We have decided to email Ben Gan to ask for our first supervisor meeting. Guang Wen will be emailing him for a Supervisor Meeting. Ben Gan has replied and confirmed that our first supervisor meeting will be on Friday, 30/10/2015. Before Supervisor Meeting, we would have to try and complete Admin Module, Social Media Module, Statistics Module and Calendar Module.	Tay Guang Wen	30/10
2	**Progress on current modules:** **Admin Module:** They are currently having issues with the verification of the admin. Verification will be done by the supervisor meeting, but redemption may not be done by then. **Account Module:** We would require permission from Twitter in order for us to be able to extract information from the users who have decided to login using Twitter. We have already emailed Twitter but it will take some time for them to get back to us.		
3	Since Twitter will not be able to get back to us on time, we have decided to postpone Account Module and replace it with Social Media Module.		
4	The prototype design for the new web application will be done by Xinyee, and we will send the prototype to Wilson for his approval before we start making changes to it.	Xinyee	

5	Need to read up: For the Google calendar that we will be implementing in the web application, will the user be able to see their own calendars on the web application.	Guang Wen	
6	The following are the changes to the current web application that we have decided on: Welcome page -Add Facebook and twitter logo at the bottom for login, reduce the resolution of the homepage to fit everything nicely into a page. -Removing login page, login to be done on the homepage itself. Events - Calendar on the right, documenting the upcoming events for the month - On the left, tabs to select the different contributions: - Create event - Upload bills (ability to upload photos) - Take a pledge - Take action - When user selects event, it pops up to a page that displays the description, website and contact information. Basically, it displays the information of the event Rewards store - Able to view redemption catalogue - Able to view cart/ redemption history - Checkout/ Redeem Calendar - Users are able to add events on Ecoleaders calendar to their own calendar	Xinyee	

The meeting was adjourned at 1500 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,
Tay Guang Wen

Vetted and edited by,
Tay Guang Wen