

Date: 9 Feb 2018
Time: 1.30pm
Venue: SMU SIS Level 4

Attendees: Gerald Tan
Bertran Queck
Yeo Yi Xiang
Jamie Chew
Toh Yi An

Notes/ Updates:	<ol style="list-style-type: none">1. How many more technical/business questions do we need. Each person come up with a few. Jamie to do learning cubes. Yi An to insert into DB.2. Preparation of UT3 Lab for Tuesday: What functions do we want to test? Prepare UT guide. Ensure code is up & running by Tues.3. Preparation of Midterms Presentation: Jamie to prepare slides and content. Will allocate some parts to others by this evening.4. Allocation of workload for Admin Panel - Descriptive & Cluster Analysis (YX backend, GT frontend)5. Architecture View must be up (BQ to review the doc, inform Jamie regarding any changes)6. Request-Reply Details for Admin Panel (Jamie)7. Track all UI changes using phone screenshots, so that we can show progress overtime. Same for admin panel. Store in gdocs (BQ)8. Table/chart to demonstrate how our app has improved over iterations/milestones (BQ)9. Bug metrics, QA updates (YA needs more time)
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The meeting was adjourned at 2.30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Jamie