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| **IS480 Team Meeting Minutes** |

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| **Date** | 10 Oct 2014 |
| **Time** | 11:00am-11:45am |
| **Venue** | SIS Level 2 |
| **Attendees** | Chan Yun Ru  Kenneth Liow  Ying Neng  Melvin Leong  Hattie Ren |
| **Agenda** | Review & Update of Midterm Presentation |

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| **S/N** | **Meeting Points** | **Follow Up Actions** |
| 1. | Midterm Review   * Choice of Payment Gateway for upgrading of account * Payment Field for purchase of Item to link to PayPal * Search Function: Location-based * Usage and Function of metrics (Schedule/Bug) to mitigate risks * Specific Aesthetic/Design Layout | All |
| 2. | Metrics for Admin Analytics Function   * Traffic Source (Direct/Google/Yahoo) * Country * Sessions * Graphs/Charts | Kenneth/Melvin |
| 3. | UAT   * To include the views/feedback of vendors and blog shop owners * Test to be carried out on vendors and blog shop owners | Yun Ru/Ying Neng/Hattie |

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| **Prepared By** | Melvin |
| **Time** | 10 Oct 2014, 11:50am |

**The meeting was adjourned at 11:45am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.**