Date:	28/07/2017 (Friday)
Time:	7.30pm - 8.30pm
Venue:	SIS GSR 2-1
Attendees:	Low Wen Jun (Belynda) Mario Yeremia Ngawing Gwee Wei Ling Rafid Aziz Tan Ming Kwang
Agenda:	- Update everyone about their progress - X Factor - AOB

	To-Do	Assignment	Due Date
1	Host the portal onto Azure with the correct DB Settle hosting of bot with Edy	Eugene	30 Jul 2017
2	Add in 'home page' into Sprint 10	Belynda	30 Jul 2017

	Things Discussed	Conclusion
1	Progress Update from everyone **Project Management:** - Uploaded Sprint's materials into Wiki - Re-plan the hours for project to be modified for burndown chart **QA:** - Still checking on TRF and logged the bugs. However as we are not focusing much on TRF, these small bugs are not taken into serious consideration - Start tested on the elearn portal however as validations	

	are not up yet, nothing much to be tested		

Frontend:
Gwee:
- Course table can be done by filter, course
- Pagination is done
- Emma configuration is done for UI side
- Added in plugin for the portal to make it more mobile responsive such that the tables will not make the page scrollable
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Mario:
- Validation for add and edit intent for AI Bot

Backend:
- Added the role "course creator" into portal
- Only course creator and admin can create course
- Edit course details such as name and description
- TRF refresh issue has been resolved
- AI Bot needs to be hosted into AMKTHK before integration can start (Sprint 6)

2	X Factor: - "Highly interactive AI chatbox that can answers 200 complex queries" (Midterm)	Ming Kwang has fed 190 questions.

3	AOB:
	Discussing of previous week's questions:
	- Who can create courses? Is it only for HR?
	    - Each department should have a access
		Note:
		1. Should there be a delete course?
		    a. A lot things tied to course
		    b. Records are involved
		    c. Suggestion: Front End delete but Back End is just disable

	account to create courses / upload course materials
	- Is there any external vendor involved?
	    - No. This is a fully internal portal
	- Is there a time period for the courses?
	    - No
	- What fields (data) would you like to see in the course
	- Is there any release date? For example, create course today but release it to the portal only on next week
	    - No. Release immediately
	- Ask for FAQ Documents
	    - No FAQ documents
	- To check for hosting Azure price (Eugene to check and get back to Belynda to ask AMKTHK)
	    - AMKTHK not paying for the server for PlusMinus
	
	This week's questions:
	→What should we do with Training calendar?
	→ Are we still having start/end date for the course?
	→ Who can access to dashboards (Analytics)?
	→ Who can view e-report?
	→ Can higher level view e-report of lower staffs?
	→ Where should we see the HOD comments? In Report or Quiz page?
	→ Can we edit/delete comments?
		2. Pre-requisites?
		    a. Currently UI pre-req is only one course. Should change it into a multiple pre-req option
		3. 3 different type of dates for course
		    a. Start date, End date, Expiry date
		    b. According to Cheryl, there shouldn't be a start date and end date
		    c. To ask Frank about this
		4. Have a page to have a "My created Course" to allow the creator to have a consolidated list of all of the courses that he have pre-created
		5. The course categories are by departments

The meeting was adjourned at 8.30 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Low Wen Jun

Vetted and edited by,
Rafid Aziz