

Attendees:

Hakam, Shi Kai, Gui Shi, Brindha, Hye Ri (Skype)

Internal Meeting Agenda:

1. Fill in timetable for next semester here: (done except Max)
 - a. <https://docs.google.com/spreadsheets/d/1ppZnO5ldNgGf1dvoxC2CY90qNVPEdz4h1blwzbV13FE/edit#gid=507467883>
2. Progress for Admin cards
 - a. take note of the attributes shown on admin page and if there needs to be edits to the page
 - b. title period description race (must change for notebook wedding tips csv file)
 - c. hereafter, all content updates for notebook, wedding tips, and discover will be done in Google Drive (CSV files for collaboration folder) for continuous collaboration. Then coders will export these files / make edits (to Dropbox) where need be for testing upload capabilities
3. Start Iteration 7 (tasks to be completed)
 - a. Gui Shi: Look at available applications, take their best practices and avoid flaws in them
 - b. Gui Shi: Design paper prototype for coders (Due Wed 24)
 - c. Brindha: figure out how the heck to run Meteor for testing
 - i. every card has a .html, .css and .js file
 - ii. get access to codes via github
 - d. Brindha: Once able to run meteor, do up test cases
 - e. Hye Ri: Content gathering for wedding vendors
 - f. Hye Ri: Content gathering for wedding tips
 - g. Coders: User functions (23 - 25)
 - i. drag and drop table functionality for table setting (to be tried)
 - ii. or just name the tables as 1, 2, 3 and allocate accordingly
 - h. Coders: Helper functions (26 - 28)
 - i. Coders: Guest functions (29)
 - i. have a customised link for each guest to update and edit details such as RSVP, address, contact details, food preference (halal / vegetarian)?
 - ii. connect to the facebook event API to handle RSVPs and all
 - iii. form input applications / services
 - iv. connect the output from these forms to graph paper
 - v. traditional way of inputting guests
 - vi. trying the CSV upload method as well
 - j. Testing: Development of Test Cases (time till 29th)
 - k. Testing: Testing using Test Cases (30th / once code is more or less finalised)
4. Procedure for every meeting
 - a. Check meeting minutes in Google Drive
 - b. Update Wiki at the end of the meeting on progress (Gui Shi)

- c. Upload meeting minutes once it is cleaned up (Hye Ri)
- d. Update PPLog google sheet (Brindha)
- 5. Monetizing efforts:
 - a. Pay for card like Guest List Manager
 - b. Future collaborations with vendor
- 6. Once Max is back and everyone has filled in their timetable and commitments, decide on meeting days and times (TBC)
- 7. Wedding Fair: 9 10 11 Jan at Dhoby

Client Meeting Agenda

1. Acceptance review
 - a. deployment
 - i. ask Max for a live server to deploy and test out
 1. need to ask max when we want it live
 2. just push to github and it will become live
 - ii. reason: user testing, need to find users too
 - b. Description of Graph Paper
 - i. Unclear
 - c. Monetization of Mr & Mrs (SG)
 - i. treat the app as a business we are working on
 - ii. pay for component?
 - d. Numbers and user base
2. Find out target age group of students
 - a. Max and why he wants to target audience
 - b. project management for collaboration
 - c. platforms are not student targetted
 - d. no template for projects
 - e. design specifically for smu students, local students
 - f. timetable scheduling problem, useful to integrate
 - g. penetration rate instead of numbers (like 60% of SMU students use it now)
 - h. common cards and then branching out to other stuff
3. Discuss factors about changing target audience
4. Update from GraphPaper Max's side
5. Moving on (feedback for the team)
 - a. admin side
 - b. coding side
 - i. tone down on the animations, too big
 - ii. to-do list dont tie it to the user, have it unique to the card so u can have multiple to do lists
 - iii. rename to-do list as a timeline instead
6. Once site is back up, we should use it to test out graphpaper :) (like what we do on wiki)

!!!To-dos

Gui Shi: Paper prototype for Wed

Coders: Finish admin page

Coders: Research on using Facebook events API

Vid from Max:

<https://www.youtube.com/watch?v=uIe7ky7Iugk&list=UUgvmDNmeSOnYzeKIQUKOxQ>

Brindha: upload meeting minutes

Brindha: test cases

Hye Ri: continue populating wedding tips and vendors

Max was talking about having hyperlinks on the discover cards

Hye Ri: check out the wedding fair, work on an email template to suggest collaboration with vendors for the discover card

do not talk about target audience unless we are implementing the generic mode thingy (to prof)