**Qiito Meeting Minutes**

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| **Date** | 22/8/12 |
| **Time** | 10am – 12pm |
| **Venue** | Qiito |
| **Attendees** | Siew Lin  Lin Yukai  Ng Sing Lim  Melissa Tian Pei Shi  Chan Zi Jun |
| **Absentees** | None |
| **Minute Takers** | Zi Jun |

**Agenda**

1. Confirmation of Requirements
2. Implementation of Mobile Web with Native App
3. Discussion for the flow of Additional Functionality- “My Memories”
4. Qiito’s Agile Process

**Notes for Meeting**

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| S/N | Topic | Discussion Details | Actions By |
| 1 | Requirements Gathering | Landing Page   * Facebook Login * Twitter Login (TBC)   Major Function #1: Photo Discovery   * Photo Listing * Search Menu * User Menu   Photo Listing (API provided)   * View Photos (Most probably 1 column) * Ability to “like” photo * Only able to navigate app after login * Ability to suggest location * Additional implementation: Directly adds a place where the photo was liked by the user to the default travelogue * Refer to **Pinterest**   Search Menu (API Provided)   * Search & Filtering   Qiito User Page (API Provided)   * View other Qiito’s user * Also include a list of user’s followers and following (not only the count)   Design:  Color and layout must be consistent with iPhone. Interactions at iPhone side still not confirmed. Discuss with Clement at a later timing. | Note to All |
| 2 | Mobile Web | Application of mobile web on native app.  Example: Search Menu   * Key-in the place in Search field (Need to create in Native app) * Rendered results based on the search (Mobile app)   Decide Facebook login button to call the Facebook native app or call from Facebook mobile web. | Note to All |
| 3 | Additional Functionality - My Memories | Qiito is okay with our idea. They have similar ideas in which will be implemented on their website in due time. Will discuss more on later stage.  Qiito has “ordering tool” that can aid us in ordering the places in travelogue. | Note to All |
| 4 | Qiito’s Agile Process | * Usually plan based on per week (1 small function).   Design 🡪 Review 🡪 Engineer build prototype 🡪 Change requirement accordingly 🡪 Designer design 🡪 QA test and feedback 🡪 Bug Fixing 🡪 Roll out   * End of Major function 🡪 UAT (1 week) * Qiito don’t usually do performance/load testing. Example of software recommended: AB test, zeno (check for any broken parts) * Qiito uses SVN to commit files * Don’t need to see SD Diagram. Just storyboards, or our basic API (can put on Excel) | Note to All |

**To Be Done**

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| S/N | Description | Actions By | Deadline |
| 1 | Decision whether to scrap away mobile web | Qiito | 31/8/2012 |
| 2 | More detailed schedule based on newly confirmed requirements | Siew Lin | 26/8/2012 |
| 3 | Trip offline note | Qiito | 27/8/2012 |

Done By: Zi Jun

Vetted By: Sing Lim