**Internal Meeting 20  
(Iteration 11 Week 1)**

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| **Date:** | 2nd October 2017, Monday |
| **Time:** | 3.30PM – 6PM |
| **Location:** | SMU SIS GSR 3.5 |

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| **Attendees:** | Rachel Wong  Jeremy Tay  Liaw Wee Kiat  Lim Li Ting  Tan Si Ying Angela  Manfred Loh |

**Agenda:**

1. Updates from UAT
2. Task Assignment

The meeting was adjourned at 6.00pm. This minutes will be uploaded to IS480 Wiki page, and adopted if there are no amendments reported in the next three days.

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| Time | Item | Action |
| 3.30PM | Go through the suggestion & error people made from UAT   1. Influencer should be able to enter the post url – for admin to track  => Have a Dropdown list [Category (post type): “Sales & promotion”,”lifestyle”, “pdt feature”, “campaign”, “festive” ] 2. Sales invoice (more information – contact number) Packing slip (include on contact no, mailing instruction from customer is any) 3. I was able to clear billing process without having an account. I think an account was created when i filled in my details in the chatbox when it says "Offline" 4. Background image and words color contrast. 5. Checkout - does not validate the shipping info and contact details. 6. Password requirement is too strong 7. There is misalignment for the review stars   Task are assigned according in google sheet |  |
|  | **Ninja Meeting 21**  9 October 2017, Monday  (All attending)  **Next Ninja Meeting 22**  16 October 2017, Monday  (All attending) |  |

Prepared by,

Lim Li Ting

Vetted by,

Liaw Wee Kiat