

# TeamCP Internal Meeting Minutes 21

**Date:** 23 October 2018

**Time:** 19:00PM

**Venue:** SIS GSR 2-3

**Attendees:** Jasmine, Charmian, Clement, Vanessa, Chaw, Yuqi

**Absent:** -



## **Agenda:**

- 1. Discuss progress of project**
- 2. Allocation of task**

## **Things to do:**

### **1. Jasmine**

- a. Make changes to Upload Image for announcement and events
- b. Allow admin to select which announcement/events to include on the image slider
- c. Add the delete button to View User List
- d. Documentation - Developer Manual Guide

### **2. Yuqi**

- a. Create URL pattern
- b. Hash password for database
- c. Documentation - Class Diagram

### **3. Clement**

- a. Survey Builder

### **4. Charmian**

- a. Assets to be submitted
- b. Email Fiona on Poster Day (Poster/Video) information
- c. Fix Footer Issues + Include Image dimension

### **5. Chaw**

- a. 1 Minute Pitch Video
- b. Create Test case for new features/functions
- c. Do local Testing

### **6. Vanessa**

- a. Research on load testing application
- b. Do AWS Testing

**Meeting Minutes: Taken by Charmian, 8:00PM**