

## CHOCOLICIOUS MEETING MINUTES #11

**Date:** 17 October 2014  
**Time:** 1.10 pm  
**Venue:** SIS GSR2-7

**Attendees:** Terence, Trecia, Jinq-Yi, Ming Min & Zhen Jie

**Apologies:** Nil

**Agenda:** 1. UAT#3  
 2. Project progress  
 3. Any other business

	Note/ Task	Actor	Due Date
1	<p><b>UAT#3 Preparations.</b></p> <ul style="list-style-type: none"> <li>- Plan test cases</li> <li>- Trecia to assign task for UAT3.</li> <li>- Confirm Testers list</li> </ul> <p><b>Plan UAT Consultation with Supervisor</b></p>	<p>Trecia to assign</p> <p>Zhen Jie</p>	<p>23 October</p>
2	<p><b>Batch reconciliation</b></p> <p><b>User Guide</b></p> <ul style="list-style-type: none"> <li>- Jinq-Yi discuss with Zhen Jie</li> </ul> <p><b>Vendor</b></p> <ul style="list-style-type: none"> <li>- Check box to change redirect to submit payment. Don't call it as X-Factor. Change the "token" to call it "weight". Everybody go research on recommendation that is relevant to our project. In AIS, add a new column "Vendor mailing address".</li> </ul> <p><b>Payments/ Rejected Claims</b></p> <p><b>Technical Specifications document (set-up guide)</b></p> <ul style="list-style-type: none"> <li>- Architecture &amp; Classes API – look professional (for people who going to take over)</li> </ul> <p><b>Pitch</b></p> <p><b>Preparations for Poster Day</b></p> <ul style="list-style-type: none"> <li>- Finalized Team Logo</li> <li>- Team Project Description</li> <li>- Poster</li> </ul>	<p>Ming Min</p> <p>Jinq-Yi</p> <p>Terence</p> <p>Terence</p> <p>Jinq-Yi</p> <p>Zhen Jie</p>	<p>31 October</p> <p>TBC</p> <p>24 October</p> <p>26 October</p> <p>TBC</p> <p>1 November</p> <p>24 October</p> <p>26 October</p> <p>5 November</p>

The meeting was adjourned at 2.00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,  
Jinq-Yi

Vetted and edited by,  
Zhen Jie