

# Internal Meeting Minutes 13

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**Date:** 06 February 2015

**Time:** 2:00pm – 5:00pm

**Place:** SMU LAB

## Attendee List:

SMU:	Chloe
	Gerald
	Hexing
	Arinah
	Farah

## Agenda for the Meeting

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- URGENT: Identification of task to be completed after changing of project scope and requirements
- Delegation of work to respective individuals
- Other business

## Minutes

Discussion Topic	Action By
<b>Identification of tasks to be completed after changing of project scope and requirements</b>  <ol style="list-style-type: none"><li>1. Normal cart functionalities ( product browsing, add to cart )</li><li>2. Payment management( paypal)</li><li>3. Inventory management</li><li>4. Mass Email</li><li>5. BO( client request to have a simple BO function to allow customer to add to cart even if its oos. The front end show oos when user</li></ol>	ALL
<b>Delegation of task to respective individuals</b> <b>FARAH: Cart Functionalities</b> <b>Before UAT:</b> <ol style="list-style-type: none"><li>1. Delete cookies and enable update of cart products</li></ol>	ALL

2. Update of inventory upon payment(DONE)
  3. If oos, ensure that the front end can show oos and still allow ppl to add to cart
  4. Retrieve order history for user account
  5. Ensure that the inventory in the backend is smooth
  6. Email of confirmation orders ( you can work together with hexing if it's too much for you)
- After UAT2:
7. Update total price upon entering promo codes

#### Hexing

8. Allow user to order even if the product is OOS. Need a product status so that the backend people will know that the product is OOS and is under BO
  9. Email of confirmation orders ( you can work together with Farah)
  10. Mass email (DONE, need to explore how to embed images into the email)
- \*OOS – out of stock  
\*\*BO- Backorder

#### Gerald

11. Allow user to pay from paypal and ensure smooth process of deduction of inventory upon checkout
12. Explore appexchange and see if it allow credit card payment transactions
13. Test plan for UAT next Friday

#### Arinah:

14. UI for all pages.
15. Ensuring that t-customer.force.com/category products can be shown once user login
16. Ensure that user cannot checkout when they do not have an account with kaleea
17. Registration might need to have address field else when user checkout the address can be empty(which shouldn't be the case)

#### Chloe

18. Upload all documents to wiki
19. Draft out wiki for midterm

<p><b>20. Supervisor meeting slides</b></p> <p><b>21. Preparation of documents(bug, schedule metrics and new timeline, project plan etc.)</b></p>	
<p><b>Other business:</b></p> <ol style="list-style-type: none"> <li><b>1. Emailed Shannon and Wen Han to seek advices on issues that T-club is encountering right not (Domain issues )</b></li> <li><b>2. Email Project Supervisor on the change in and seek advices on the directions</b></li> </ol>	

<b>Recorded by:</b>	Chloe Quek
<b>With inputs from:</b>	Meeting Attendees
<b>Date:</b>	7 Feb 2015