# Meeting Minutes

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| *Team SP* | |
| **Date/Time:** | *May 10, 2019* |
| **Type:** | *Team Meeting* |
| **Minute Taker**: | *Harman Minhas* |
| **Attendees:** | *Henry, Harman, John, Oliver* |
| **Regrets:** | *n/a* |

## Notes:

* We have completed the app administrator section of the app. Next week will focus on finishing documentation (user guide, database guide, bluetooth beacon guide), testing, and bug fixing. Lastly, if we have time left over, we will attempt to implement QR codes in our app to track coupon usage.

## Action Items:

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| **Owner** | **Description** | **Completion Date** | **Status** |
| Harman | *Edit functionality bug for promotions, kpi for app admin* | *May 6* | *Completed* |
| Henry | *Backend changes to DB for add admin* | *May 6* | *Completed* |
| Oliver | *Setup App admin* | *May 6* | *Completed* |
| John | *Setup App admin* | *May 6* | *Completed* |
| Everyone | *Any bug fixes that have not been completed for their assigned tasks* | *May 7* | *Open* |
| Harman | *User guide for the application* | *May 13* | *Open* |
| Harman | *Testing + bug fixes* | *May 15* | *Open* |
| Henry | *Testing + bug fixes, AWS and Database guide* | *May 15* | *Open* |
| John | *Testing + bug fixes* | *May 13* | *Open* |
| Oliver | *Testing + bug fixes, Bluetooth Beacons guide* | *May 13* | *Open* |
| Everyone | *QR Codes* | *May 17* | *Open* |
| John | *Unification of UI* | *May 17* | *Open* |
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