**CITS3200 - Team J - Client Meeting 4 - 10/09/2018 14:45-15:30**

Attendees:

* Josh
* Jason
* Roy
* James
* Augustin

Agenda:

* Showing Ros the mock up staff page.
* Asking how to contact unit coordinator, with what information.
* Any conditional approvals?

Meeting Notes:

* Usually hold all processes until approval is complete, sometimes the staff need to make student aware of credit points.
* Question Josh: Any conditional approvals, yes, if this unit is approved then you may need to take another one too. Sometimes units will only have half the unit components. So we need to have another part of the page where we can have two units equalling one.
* Communication to student, have a pending approval.
* Each unit is expanded and accepted one at a time on our mockup.
* Probably too cluttered if it is all on one page.
* The unit coordinator require the active link to the foreign exchange unit university and UWAs link as well, name of student, and student number.
* Be very good if the unit coordinators can say approved or rejected with a comment.
* Question Tash: can we override that? Yes you can choose to select a different email address.
* For master students they tend to go to program chair.
* The database is built from one person, “Katy”, [Kamilwaqar@Uwa.edu.au](mailto:Kamilwaqar@Uwa.edu.au) Email address to contact relating the database.
* Gus: Showing Ros the student Application page.
* Include option units instead of complimentary because complementary units are pretty much core units, for example they will send it to the business school and business school would accept it.
* If the student provides an invalid link it would be rejected.
* Question Tash: can the staff edit their application? Not at the moment but would be a good thing so they don’t get two applications.
* Question Josh: would we be able to have the database? Yes we will email it to you today.