### 22 October 2020

This week's meeting was highly relevant to all groups, so the minutes will be less detailed as the questions asked are relevant towards all groups, and therefore no group was hogging time.

Attendees: All of group A and C, Jaden Balogh, Alvin Krisnanto Putra, Athena An Agenda Items:

- Introduction
- Product details

#### Minutes:

[12:48 - 12:54] Introductions

[12:54 - 13:00] [Client] Specifying questions towards groups to identify how we plan to do things

[13:01 - 13:05] [Client] Product specifications, giving the gist of why the website is being made and how it should work (basic level)

[13:05 - 13:27] [All groups] Asking clarifying questions

[13:27 - 13:33] Finishing up

# Action Items:

- Answer client's questions

#### 29 October 2020

Clarifying questions

Attendees: Evan G, Zachary M, Alvin KP, Jaden B, Athena A, Alex Q, Parsa R, Rachelle G Agenda Items:

- Clarify details about home sharing
- Ask for list of basic features
- Ask for site design

### Minutes:

[12:33 - 12:39] [Group B] Further clarifying what is home sharing.

[12:39 - 12:50] [Group B/All Groups] What basic features does the client want?

Login page - username, password, forgot password feature, requires email, phone number, address, mailing address, date of birth. (most reqs part of email)

No profile picture to keep anonymous. (unless law added for it to be required)

[12:51 - 12:56] [Alex Q]How do businesses import/display what they want?

Items should be displayed visually on a map and not a directory. (Like google maps)

[12:56 - 13:58] [Evan G] What is the difference between a paid ad versus business listing?

Specification needs to be reworked, but mainly depends on if they were competing with others or not.

[12:58 - 13:02] [Rachelle] What should be on the home page?

Picture with logo, signup button.

Should be able to check the listings without an account. Account only to check people's profiles. Focus on simple and easy to follow.

[13:02 - 13:17] [Group B] Could you describe how a user would go through the site?

Open the site to look for home sharing. Go to the FAQ/About page to figure out how it works.

(Site needs to focus on proving this service isn't fake.)

They then can check the service listings.

(Groups should make the site how we think is good, as the client doesn't know what's good/what they want. We'll present what we've made and see if they like it or not.)

[13:17 - 13:19] [Alex Q] How does messaging in the site work?

Message person button in their profile, and the message is sent from inside the site. Email or phone notification to the message recipient.

[13:19 - 13:23] [Parsa] Do we have a feature for trouble between users.

There should be a feature to block other users(makes user invisible to blocked user)

[13:23 - 13:24] [Parsa] Do you have the user agreement written up?

Yes. Can be emailed if we want to see it.

[13:24 - 13:28] [Group B] Continue with user experience

Users can bookmark/blacklist listings

[13:28 - 13:31] [Rachelle] Can you just use the services without an account?

Yes, only need an account if you want to see other users.

[13:31 - 13:36] [Group B] How do businesses list their service?

There should be a button to advertise or register a service.

Service has a separate services account.

Service can check their reviews and ratings.

Service requires to be approved before it is listed.

[13:36 - 13:38] [Parsa] Can users edit their info?

Yes.

[13:38 - 13:50] [Client] Closing a profile hides their reviews.

Try to make it so people can't come back with a new account.

### Action Items:

Choose and tell the client what programming language we will be using.

## 8 October 2020

Clarifying requirement details

Attendees: Evan G, Zachary M, Alvin KP, Athena A, Alex Q, Parsa R, Rachelle G Agenda Items:

- User registration
- User filtering

# Minutes:

[1:10 - 1:15] [Evan G] What is required for user registration?

First and Last name, Bday, username, password, email, home/mailing address, phone number.

[1:15 - 1:53] [Everyone] User filtering clarification

LGBTQ+: Should be an option for the user to choose to show (user can choose to clarify or not).

Gender: Includes other

User's private info is hidden until they choose to show to the specified user.

You can't view corresponding info until you give yours(can't filter by gender unless you input yours)

Couples should make separate accounts. Their username will be required in a field.

Things we ask the user are part of filter options.

Info that requires elaboration should be part of the profile.

[1:53 - 2:19] [Evan, Rachelle] Who pays for advertisements

Anything directly related to home sharing is free.

You can search in an advertisement section. (eg. advert for lawnmowers in the advert section). Rentals, House and Yard services, Legal and Sales, classes, clubs, events, are paid listings Cohousing, coops, intergenerational, planned neighborhoods, homeshare facilities and matching services, government and nonprofits, shared living support, members with homes to share do not pay to list their services.

Ad/Listing should be on an approval basis.

Register as an advertiser account to post ads.

[2:19 - 2:] [Everyone] Closing remarks

Wants admin to be able to put announcement on the home page (eg. happy holidays, maintenance, etc.).

### Action Items:

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## 13 October 2020

Clarifying requirement details. Short meeting.

Attendees: Evan G, Alvin KP, Athena A, Alex Q, Parsa R, Jeffrey Hatton, Brandon Gaucher Agenda Items:

- User Stories

Minutes:

[12:33 - 12:44] [Jaden] Asking for user story feedback

Advertisers get their account and advertisement approved in one step.

Client's sick dog is ok

[12:44 - 12:48] [Parsa] Clarifying how video report will get to client

Action Items: