

## 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/mailling 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:

### **20 October 2020**

*Video feedback.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Jeffrey Hatton, Rachelle G, Jaden Balogh

Agenda Items:

- Video feedback

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Minutes:

[12:36 - 12:39] [Parsa] What do we call people's marital status(single, married, etc.)

Just status

Require how many people they want to live with in the sign up

[12:39 - 12:41] [Rachelle] How we set up locational advertising

Set it up so that the service can opt in on multiple locations.

[12:41 - 12:55] [Parsa] Rating system

Members can rate other members, businesses, services.

Show the rating of the business on the listing, with the rating being the combined rating from all their listings (If they have a rating of 5 from their lawn mowing listing and a 0 for their plumbing, it would show 2.5 on all their listings).

Business/services can't rate members

~~Can comment on the listing~~

[12:55 - 12:58] [Parsa] Bookmark system

Members can bookmark other users, services, and business.

Priority on bookmarking other members.

[12:58 - 1:24] [Rachelle] Exporting user information

~~Admin can export user info, and the info exported is based on what is toggled (I want to export a list of all members that found a home, exporting their age and status only).~~

Export pure data into excel file, sort and filter in excel. Dirty data only.

[1:24 - 1:36] [Parsa] Various

Users don't need to be manually verified like business/services

Listings cannot be edited and must be deleted

[1:36 - 1:46] [Jaden] Filtering clarification

While the user is already asked their roommate preferences, filtering is asked again when searching so that users can broaden/narrow their search. The info asked at the start is set at their default filter, but they can change it later.

[1:46 - 1:46] [Jaden] Term clarification

Changes can be found in project terminology document

Action Items:

## **27 October 2020**

*General feedback.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh

Agenda Items:

- User tracking
- Additional user information clarifications

Minutes:

[12:31 - 12:37] [Parsa] Explain plans for user tracking using ip to choose where map starts

[12:37 - 12:39] [Parsa] Minimum user age

16 years old

[12:39 - 12:52] [Rachelle] Asking users if they have homes

Users are asked if they have a home to share or not at sign-up, and asked to describe their home. This does not make a listing and they should be directed to make a listing if they wanted.

This will allow other users to filter by users who have or do not have homes (a home-owner would likely not look for other home-owners to try homeshare with).

Action items:

## **3 November 2020**

*Individual group checks.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh, Jeffrey H, Brandon G

#### Agenda Items:

- Group checks

#### Minutes:

[12:38 - 12:40] [Group A] Setting development environment and prototypes, will need to check with the client in the future.

[12:40 - 12:42] [Group B] Setting things up, will have a functional site set up soon.

[12:42 - 12:47] [Group C] Finishing up wireframes, working homepage, login and registration.

Has the instructor contacted the client?

Client will phone the instructor later today.

[12:47 - 12:50] [Group C] Does the client have a logo?

Logo exists, will need to see if possible to get it as an svg file.

#### Action items:

### 10 November 2020

#### *Common group checkup.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh, Brandon G

#### Agenda Items:

- Group checkup

#### Minutes:

[12:35 - 12:40] [Group A] How do you want to do site announcements, group A's progress of project

Just text on the front of the home page such as "happy holidays"

Project foundation is being set up

Project choices do not lock the client into any specific software/license

[12:40 - 12:44] [Group B] Group B progress

Setting up foundation.

[12:44 - 12:50] [Group C] Group C progress

Client has not heard back from Hui

Progress of everything looks good to the client so far

#### Action items:

### 17 November 2020

#### *Common group checkup.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh, Brandon G

#### Agenda Items:

- Group checkup

#### Minutes:

[12:35 - 12:40] [Group A] Group A Progress

Got database working, some hiccups with tech stack choice. Working on registration page, admin dashboard, and database stuff.

Client says that if there are alternatives to use that have the same function, feel free to use the alternative (eg. If she says photoshop but Inkscape works, feel free to use inkscape).

[12:40 - 12:44] [Group B] Group B progress

Worked on frontend functionality to make it demo-able.

[12:44 - 12:50] [Group C] Group C progress

Worked on the pages

Worked on member registration pages

Explaining peer evaluations to the client

Action items:

## **24 November 2020**

*Common group checkup.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh, Brandon G

Agenda Items:

- Group checkup

Minutes:

[12:33 - 12:37] [Group A] Database, registration page, and navigation bar done. Working on authentication.

Is the business registration and listing a one step deal?

Yes, but you don't have to do the registration process again every time you want to list. You can make a new listing after you already have a business account.

[12:37 - 12:42] [Group B] We have pretty much finished our milestone 1 tasks

Mainly the backend of the site, can see sample data etc.

All groups will be recording their video demos after they are done (will be sent by Alvin)

[12:42 - 12:58] [Group C] Showing the features completed

Member filters

User and business signups

Work status is being taken out? - No, should keep it in registration

Looking to buy a house with others taken out? - No, but take out the "elaborate" section of it

Action items:

- Send videos by 25 November

## **1 December 2020**

*Common group checkup.*

Attendees: Evan G, Alvin KP, Alex Q, Parsa R, Rachelle G, Jaden Balogh, Brandon G

Agenda Items:

- Group checkup

Minutes:

[12:32 - 12:36] [Group A] General runthrough

Feedback is mainly visual, some database things need to be touched up

[12:36 - 12:39] [Group B] General runthrough

Feedback is mainly visual

[12:39 - 12:58] [Group C] General runthrough

Some confusion on the signup page, so will add tooltips. Client likes it as target demographic will be older people who are less technically inclined

Showing how registration works to the client.

Clients want the username and password on the top of the registration instead of the bottom.

Showing business registration.

Explaining google maps API integration and pricing

Action items:

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