BIT Program - Work Integrated Learning (WIL) Project
Fortnightly Meeting Record Sheet

Course Code:	COMP3851 Part A&B T2 & T3 2025	Trimester:	Trimester 3
Industry Supervisor's Name:	LEE Han John	Signature & Date:	John Lee 22nd September 2025
Project Title:	Gig Job Placement Services	Project Group Size:	**5 students:** 1. Zihao Wang (Project manager) 2. Jiawei Shen (Deputy project manager) 3. Yixun Tian (Backend) 4. Yiheng Li (Documentation) 5. Jiaxing Xiong (Full stack)

Date	Brief Summary of Meeting	Number of Students Attended
22nd September 2025— 11:30am	**MEETING NOTES** • Reviewed and discussed team roles and task allocations for the development of the gig job placement mobile app. • Presented the development timeline and technical stack to supervisor John Lee. • Supervisor John Lee emphasized the importance of team collaboration and provided feedback on incorporating more detailed development plans.	**Attendees (and time of arrival)** present from 11:30 am through 12:40 noon: 1. Zihao Wang (Project manager) 2. Jiawei Shen

- Discussed the technical stack (React Native + Supabase) and its implementation. - Planned weekly development milestones and deliverables. **Current Issues to Discuss** - Finalizing task allocations based on team strengths and availability. - Addressing John Lee's feedback on enhancing collaboration and detailing development plans. - Ensuring the technical stack aligns with project requirements (e.g., real-time updates, user privacy). **Future Issues to Discuss** - Refining real-time job vacancy updates and AI matching algorithms. - Planning user testing for cross-platform compatibility (iOS/Android). - Validating the monetization model with AdMob integration. **Notes** 1.Task Assignments: Confirmed roles as per the task allocation table. - Zihao Wang: Develop app screens for Authentication and Profile and incorporate privacy-focused UI/UX elements.	(Deputy Project manager) 3. Yixun Tian (Backend) 4. Yiheng Li (Documentation) **Note:** Jiaxing Xiong (Full stack) was absent due to a fever. During the meeting, the team informed John Lee on his behalf, and he was granted leave. After recovering, he sent an email to the supervisor to confirm.

	• Jiawei Shen: Develop app screens for Search and Jobs, and lead market analysis and competitor research. • Yixun Tian: Handle Supabase schema, triggers, and real-time logic. • Yiheng Li: Consolidate all documentation, including reports, meeting minutes, and PPT. • Jiaxing Xiong: Contribute across the stack by developing application and advertisement interfaces, implementing backend services, and stepping in wherever additional support is needed. 2.Supervisor's Feedback: • Strengthen communication among team members to ensure smooth progress. • Provide more detailed weekly milestones to make workload distribution clearer. • Provide more detailed weekl milestones to make workload distribution clearer. • Emphasized maintaining detailed technical logs to track development progress. • 3. Next Steps: • Start developing app pages according to Figma designs. (Zihao Wang, Jiawei Shen)	

	- Begin integrating UI elements into functional app screens. (Zihao Wang, Jiawei Shen） - Update the Gantt chart with current progress and responsibilities. (Yiheng Li). - Continue backend development and real-time logic integration (Yixun Tian). - Conduct ongoing documentation updates including meeting notes and progress reports (Yiheng Li). - Support full-stack development where needed (Jiaxing Xiong).	

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Industry Supervisor's Name:	LEE Han John	Signature & Date:	John Lee 13th October 2025
Project Title:	Gig Job Placement Services	Project Group Size:	**5 students:** 1. Zihao Wang (Project manager) 2. Jiawei Shen (Deputy project manager) 3. Yixun Tian (Backend) 4. Yiheng Li (Documentation) 5. Jiaxing Xiong (Full stack)

Date	Brief Summary of Meeting	Number of Students Attended
13th October 2025 11:30am	**MEETING NOTES** • Discussed the feasibility of converting Figma design pages to code (Figma to Code) and obtained approval from the sponsor (teacher) to proceed with this new development plan. • Explored career development topics, including CV/resume preparation advice from the teacher. • Analyzed the gig job market in Singapore and compared it with markets in the USA, China, and other Southeast Asian countries to inform project positioning.	**Attendees (and time of arrival)** present from 11:30 am through 12:55 noon: 1. Zihao Wang (Project manager) 2. Jiawei Shen

	Current Issues to Discuss • Figma to Code tool selection: Finalize and configure Figma plugins supporting React Native that export clean, reusable component code (e.g., Locofy or Builder.io) for smooth transition to the SDLC implementation phase. • SDLC testing plan refinement: Develop detailed testing plans, including unit and integration tests for core functions (e.g., user authentication, job search/matching), to verify the accuracy and functionality of automated code. • Backend interface preparation: Yixun Tian to accelerate completion of Supabase backend interfaces (API endpoints) to ensure data models align with Figma UI structure for frontend integration. **Future Issues to Discuss** • SDLC deployment preparation: Plan app packaging, signing, and release processes for App Store/Google Play, considering CI/CD pipelines for the maintenance phase. • Code quality control: Establish a code review checklist for automated generated code to ensure readability and performance standards. • User feedback loop design: Incorporate mechanisms for user feedback collection to support iterative improvements in the SDLC maintenance phase.	(Deputy Project manager) 3. Yixun Tian (Backend) 4. Yiheng Li (Documentation) **Note:** All team members attended the meeting and reached consensus on implementing the new technology route.

	Notes	
	1. SDLC - Design and Implementation Phase **Major Decisions:** Confirmed roles as per the task allocation table. • Figma to Code feasibility justification: The team successfully argued the feasibility of using automated tools to convert Figma designs to code, aiming to efficiently import SDLC design outputs into the implementation phase and significantly shorten UI development time. • Sponsor approval and guidance: The teacher (sponsor) formally approved this technical route but emphasized that project success depends on developers' manual review of auto-generated code and addition of business logic to ensure robustness and maintainability. **2. Career Development and Market Insights:** • CV/Resume consultation: The team sought advice from the teacher on CV writing. Key guidance focused on transforming project responsibilities into quantifiable achievements (e.g., "improved efficiency by X% using new technology"), with emphasis on ATS optimization and job-specific customization. • Gig job market comparison: The meeting discussed Singapore's gig market (ranked 8th globally as a top work destination in Asia, attracting talent in marketing, media, digital,	

data science, and AI due to high safety, salaries, and stability) versus the USA (higher salaries and opportunities but differences in lifestyle, health insurance, and culture), China/East Asia (poorer work-life balance compared to Southeast Asia), and other Southeast Asian countries (optimistic hiring outlook from economic integration, political stability, and FDI from the US/China). This provided valuable market intelligence for the "Gig Job Placement Services" project positioning.

3. SDLC Phase Focus Tasks and Responsibility Allocation:

- Zihao Wang & Jiawei Shen (Project Manager/Deputy Manager): Responsible for initial Figma to Code conversion of core UI screens (e.g., Profile/Search) and leading functional integration of interfaces.

- Jiaxing Xiong (Full Stack/Code Quality): Focus on SDLC implementation phase code optimization and business logic injection. Primary duties include reviewing and debugging auto-generated code to meet team Clean Code standards, and manually coding complex interactions and state management.

- Yixun Tian (Backend): Ensure all necessary Supabase APIs (data retrieval, storage,

authentication) are ready and initially tested before frontend UI integration.

- Yiheng Li (Documentation/Planning): Immediately update the project plan (Gantt Chart) to include Figma to Code research, selection, implementation, and code review as key tasks and milestones in the SDLC implementation phase.

Career preparation: All team members to update key achievement descriptions in personal CVs/resumes based on the teacher's advice before the next meeting.

3. Next Steps:

- Technical implementation: (Zihao Wang, Jiawei Shen, Jiaxing Xiong) Complete Figma to Code tool configuration and integration within this week, starting code generation and manual optimization for the first core app interface.

- Backend support: (Yixun Tian) Complete API interfaces for at least two key functions and provide testing documentation.

- Documentation update: (Yiheng Li) Submit updated project plan detailing weekly task breakdowns for the SDLC implementation phase.

- Career preparation: All team members to update key achievement descriptions in personal CVs/resumes based on the teacher's advice before the next meeting.

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