Meeting 1 Minutes

Details:

Location: Online, Via Google meeting

Date: Wednesday 14/09/2022

Time: 1:30 pm

Attendees:

Client: Mr. Sam Bshara

Mentor: Mr. Essam Shaddadi

Team Members:
1. Ali Ashaal (alizaynashaal@gmail.com)
2. Ali Massri (alimassry20@gmail.com)
3. Ali Rachini (alirachini12345@gmail.com)
4. Sara Nasrallah (sarahnasrallah23@gmail.com)

Agenda Items:

- Discussing the deliverables, and changes in wireframes

Discussions:

During the meeting the team members and the client introduced themselves and directly moved to the main objective of the meeting, which is wireframes discussion:

1- Website card arrangement, like: spacing, font-style …
2- Profile page arrangement, like: spacing, font-style …
3- Pages instead of Pop-Ups, because it is better for some browsers
4- Add '?' beside 'Time to add' label
5- Show an example, for the add website page (not as placeholders)
6- Change the 'title' in the post request to 'Article title'
7- Show the status for the request from 'conditional' to 'In progress'
8- Clarify the search & filter for all pages more
9- Show only the domain rating DR from the Ahref's API without the ranking

Finally, meeting participants agreed that if the request backlink is accepted, points will be deducted from the requester based on the receiver website DR and that slight changes on the design can be applied after the client's approval.

Action Items:

At the end of the meeting we decided to:

1. Edit the wireframes upon the client request (cards, search, filters …)

2. Share the modified version of the wireframe alongside with the MOM.

3. Start working on the first sprint which is authentication (login, registration with mail verification, reset password via mail, home page).

4. Keep him updated with project progress on a weekly basis through texting via a chat application.

Notes:

- After the client's consent, the meeting was recorded for future reference and educational purposes.