**Date:** 2nd September 2016

**Location:** Library Project Room 3.1

**Attendees:** Weilun, Zong Wei, Wendy, Ching Yi, Gao Min

**Absentees:** -

**Minutes Prepared by:** Wendy

**Vetted by:** Ching Yi

**Points to Note**

1. Backend

* Image Capturing Module, Language Module (II), Expert Testing (II) Review
* Analytics (three analytic graph)

Before Expert Testing:

* **App crash**

1. Frontend

* Fix minor front end issues
* Help with test cases
* Mockup for analytics and sub-users by Sunday

Before Expert Testing:

* **Recording change to one page**
* **Navigation bar for recording page**
* **Button with words**
* **Translation button at login page**
* **Report view alignment**
* **Registration Field**

1. Quality Assurance

* Test cases
* **Expert testing II manual by Sunday**

1. Admin Stuffs

* Update wiki
* Internal testing date done?
* Expert testing date?
* Supervisor minutes

~~UI Completion: 27~~~~th~~ ~~Aug 2016~~

~~Internal Testing: 28~~~~th~~ ~~Aug 2016~~

~~Deployment to Test Flight for Expert Testing II: 30~~~~th~~ ~~Aug 2016~~

**Internal testing date done – 4th September 2016 (Iteration 7: 29th Aug – 11th Sep)**

**Expert Testing II – 5th September 2016 – 6th September 2016 (Iteration 7: 29th Aug – 11th Sep)**

**Target Number of People: 30 (per person 6) + clients = 33**

**Deployment to App Store for UAT 1: 12th September 2016**

**UPCOMING MILESTONES**

|  |  |  |
| --- | --- | --- |
| MILESTONE | DATE | COUNT DOWN |
| UAT 1 | 19th September (may push forward depending how fast deployment to App Store takes) | 1 month minus 3 days from now |
| Mid-Term | 30th Oct (1730-1830) | 1 month from now |
| UAT 2 (OK to push forward?) | 31st October (may push forward depending how fast deployment to App Store takes) | 2 months 9 days |
| First Poster Day | 7th Nov | 2 months 16 days from now |
| Final!! | 21st Nov – 30th Nov | 3 months **minus one day** from now |
| Second Poster Day | 2 Dec | 3 months 11 days from now |

**Note**

* Rush Edmund for users
* Settle analytics by today – send Prakash and Clients
* Find library for analytics

Meeting is adjourned at **1430**.