

## Meeting Minutes

Subject			
Proposal			
Date, Time (duration) and Venue			
<ul style="list-style-type: none"> <li>23/08/2024 10:00 – 10:30 pm</li> <li>Online on Zoom</li> </ul>			
Attendees		Non-Attendees	
<ul style="list-style-type: none"> <li>Mishra Apurva, Gambhir Dhruv, Nithya Hariharan, Mehta Viral Sujal, Samanatha Tan, Najah Ismail</li> </ul>		<ul style="list-style-type: none"> <li>Tan Jin Jie</li> </ul>	
Chaired by			Apurva
Last meeting minutes have been reviewed			Yes
Task	Problem/Issue /Progress/Discussion	Items/Solution/Action	Taken by & deadline
Decide application idea	Voting and discussion of the application topics from the following: <ol style="list-style-type: none"> <li>Comparing cab prices</li> <li>Plan healthy day by providing eatery and walking suggestions</li> <li>Focus application. Organizing social media messages</li> <li>HDB data/property</li> <li>Rate My Hall</li> <li>Find my roommates</li> <li>Pet adoption application</li> </ol>	Solution:  Final application idea selected: Pet sitter matching and social media	Taken by:  23/08/24

	<p>Discussion between 2 main applications:</p> <ol style="list-style-type: none"> <li>FindMyRoommate Features: <ul style="list-style-type: none"> <li>Location based search for roommates that allows you to “swipe” left or right.</li> </ul> <p>Advantages:</p> <ul style="list-style-type: none"> <li>Useful idea for university students</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>Only one task (solution is to combine a feature to rate halls)</li> <li>Matching algorithm may be difficult.</li> </ul> </li> <li>Pets' adoption application Advantages: <ul style="list-style-type: none"> <li>Interesting and unique concept.</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>Finding reliable data about pet vaccination and caretaking.</li> </ul> </li> </ol>		
Pet application feature and research	<p>Features:</p> <ol style="list-style-type: none"> <li>Pet adoption matching Advantages: <ul style="list-style-type: none"> <li>Useful feature for people who want to adopt.</li> </ul> <p>Disadvantages:</p> <ul style="list-style-type: none"> <li>Legal issues: Singapore has age /</li> </ul> </li> </ol>	<p><b>Action:</b></p> <p><b>Verbal discussion of potential features to decide on 3</b></p>	<p>Deadline:</p> <p>25/08/24</p>

	<p>family requirements for pet ownership. Only agencies can put pets up for adoption.</p> <p>2. Pet sitting matching</p> <p>3. Pet social media</p>		
Initial task allocation for lab deliverables	Discussion on member's strengths, knowledge areas, and availability to work individually or in subgroups of 2-3 people	<p><b>Solution:</b></p> <ul style="list-style-type: none"> <li>• <b>Use case model – Dhruv, Nithya, Najah</b></li> <li>• <b>Project Proposal executive summary and problem statement – Samantha, Viral</b></li> <li>• <b>Project Proposal needs of customers, target specifications – Jing Jie, Apurva</b></li> <li>•</li> <li>•</li> </ul>	
The next meeting will be held			28/08/2024
This minutes have been agreed by all attendees			<p>Signed by chair</p> <p>Apurva</p>