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| **Date:** | 07/10/2015 |
| **Time:** | 12:00pm |
| **Venue:** | SMU LAB Lvl 1 |
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| **Attendees:** | Wang Shuwei, Yong Xiang, Jason Wu, Jeremy, Wu Wei |
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| **Agenda:** | 1. Develop Basic App Usage Report Functionalities 2. Develop Smartphone Overuse Report functionalities 3. Update relevant documentations |
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|  |  | **Who** | **Due Date** |
| 1 | Develop Basic App Usage Report: Breakdown by app category and diurnal pattern | Jason, Yong Siang | 9/10/2015 |
| 2 | Develop Top-K App Usage Report: By schools with most used app | Shuwei, Jeremy | 7/10/2015 |
| 3 | Update all SD and CD, other necessary test cases and documentations | Wu Wei | 10/10/2015 |

Meeting for subsequent weeks: Tuesday Oct 10 15:00

Next Week focus would be on: Basic App Usage Report: Breakdown by demographics and time usage, Smartphone Overuse Report and integration, testing, debugging and deployment

Next Week To-Do

**Bootstrap Functionality**

* 80% Codes (can run & test case & debugging) for Basic App Usage Report
* 80% Codes (can run & test case & debugging) for Smartphone Overuse Report

**Documentation**

* Update of SD and CD
* Create test cases

The meeting was adjourned at 21:00 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Jason

Vetted and edited by,

WANG Shuwei