

## Minutes of Meeting

**Meeting Objective:** Preparation of the web pages

**Attendees:** Juan Daniel Rios Ramirez, Rudi Kore

**Venue:** Sydney 2000

**Date:** 8th August

No	Points Discussed	Actions Suggested	Target Date
1	Organisational requirements from developing web pages layout	Website should be: <ul style="list-style-type: none"><li>- Accessible for everyone</li><li>- Load fast</li><li>- Follow privacy policy standards</li><li>- Do not infringe copyright content</li><li>- Data should be stored securely</li></ul>	15th Aug 2024
2	Outline main section of web pages	<p><b>The website will have the following pages:</b></p> <p>Home Products Register About</p> <p>Also, each web page should have the header, menu, main section with an aside section and the footer.</p> <p>The desktop view is for devices over 600px, and the main section is the 80% width of the view</p>	15th Aug 2024

		<p>width</p> <p>for the mobile version we will have a burger icon in the menu that will toggle the menu and a bag icon that will show the aside section</p> <p>should take up to 80% of the available width, while the aside section should take up the remaining 20% of the available width, while the mobile version will have the 100%</p>	
3	Legislation, standards and procedures required to develop web pages layout	<p>Privacy Act <b>act 1988</b></p> <ul style="list-style-type: none"> <li>- Protect the handling of personal information of individuals</li> </ul> <p>Copyright content <b>Act 1968</b></p> <ul style="list-style-type: none"> <li>- Legal protection for people who express ideas and information in certain forms such as images, audios, designs etc</li> </ul> <p>Accessibility <b>WCAG</b></p> <ul style="list-style-type: none"> <li>- Standard that aim to make websites accessible to people with disabilities</li> </ul> <p>Website needs to be interactive <b>W3C Standards</b></p> <ul style="list-style-type: none"> <li>- Which is designed to maximize consensus, ensure quality and adoption to the</li> </ul>	<b>15th Aug 2024</b>

		community, using technologies like, HTML5, CSS3, JS and more	
4	Discuss if legislation, standards and procedures are meeting web page requirements or not	<p><b>How will we apply these?</b></p> <p><b>WASG:</b></p> <ul style="list-style-type: none"> <li>- Perceivable: Present components in a presentable manner eg: alt text on imgs</li> <li>- Operable: Navigatio must be operable eg: Can be operated with a keyboard</li> <li>- Understandable: User interface should be easy to understand eg: User can correct mistakes</li> <li>- Robust: Content can be interpreted by different agents, like assistive technologies eg: Screen readers</li> </ul> <p><b>Code readability</b> Add Comments that allow understand the code Using code linters such as prettier Use Code editors that make faster the development process Use a git flow that allow the CI/CD</p> <p><b>W3C</b> Use technologies such as HTML5, CSS3, and Javascript, also support images of</p>	15th Aug 2024

		different types such as PNG, SVG, Webpeg	
5	Get confirmation/approval about the web page design/layout	I will get approval from manager by email	<b>Aug 15th</b>