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| **Date: 23rd October 2018**  **Time: 1330**  **Venue: SIS L4**  **Week: 9** | |
| **Attendees:** | |
| 1. Celina (LARC) | √ |
| 2. Jin | √ |

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| **Agenda** | |
| **No.** | **Description** |
| 1 | Update Celina on team progress |
| 2 | Share Prof. Gan’s feedback with Celina and obtain her point of view on how we can better prepare for acceptance |
| 3 | Establish progress milestones for next week’s meeting |

Celina says that the current UI is not satisfactory and that the webpages will have to be further polished. She says it is fine to use premade pages and just make edits to them instead, doesn’t necessarily have to be from scratch.

Celina agrees with current backend progress and that integrating weighted sorting of search results directly into Elastic Search will be preferred if possible.

Celina shares that quantifiable X-factors will be useful for acceptance and agrees that a goal number of concurrent users to be supported by the system sounds like a reasonable X-factor goal.

Celina agrees that for acceptance, demonstrating log-in authorization, data upload/update, search by track and the subsequent skill analysis, will be sufficient.

By next session, webpages to be more polished and ideally the backend integration will be done for certain functions.

**The meeting was adjourned at 1415. These minutes will be circulated and adopted if there are no amendments reported in the next three days.**

**Prepared by,**

**Jin Lim**

**Vetted and edited by,  
 Tan Wei Zheng, Ashley**