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| **Date: 3rd October 2018**  **Time: 1530**  **Venue: SIS Level 4 Meeting Room**  **Week: 7** | |
| **Attendees:** | |
| 1. Zer Dong | √ |
| 2. Haonan | √ |
| 3. Regan | √ |
| 4. Celina (LARC) | √ |
| 5. Xavier (LARC) | √ |

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| **Agenda** | |
| **No.** | **Description** |
| 1 | Review and improve overall system flow |
| 2 | Review technical difficulties |

## Minutes:

1. Went through the two-way system flow provided by Celina, re-addressed that skills are the important bridges between careers and tracks.
2. Raised issue on skill sorting criteria, before it was only determined by the relevance of skills to the industry, now, the learning curve and user preferences are also taken into consideration.
3. Dropped “search dream job” step in the career to track flow, as it proves to be redundant in the overall logic.
4. A more detailed version of system flow will be generated by Celina.
5. Ease of use is partially achieved by predictive search and fuzzy word matching, Xavier emphasized a lot on this issue.
6. The current job sense platform is slow, Xavier also mentioned “JobSense is not a good benchmark for the project”, team is currently diving into Redis server-side caching tool for faster response rate.
7. Xavier suggested the overall framework should be known to every team member already, if not, then go with the most familiar software framework.
8. The wage analysis and job APIs are provided by SMU LARC, however, testing on tons of APIs and select which ones to use will be a problem, as some APIs are still under development.
9. The front end in this project is more difficult than the backend as claimed by Xavier, there should be a redistribution on manpower in the following meeting

# To Do List:

1. Research into fuzzy word suggestion - Zer Dong, Jin Lim, Haonan and Regan
   1. Understand the fuzzy suggestion logic
   2. Understand the load balancing on DB and caches.
2. Rearrange roles in front end and back end in the following team meeting – Ashley
   1. To tailor group strength towards a front end intensive developing environment.
3. High fidelity Prototype – Zer Dong, Jin Lim, Haonan and Regan
   1. Focus on interactive designs
   2. Address the two-way logic flow in Track2Career

**The meeting was adjourned at 1630. These minutes will be circulated and adopted if there are no amendments reported in the next three days.**

**Prepared by,**

**Haonan**

**Vetted and edited by,  
 Zer Dong**