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| **Date:** | 22 September 2017 |
| **Time:** | 06:00 pm – 09:00pm |
| **Venue:** | Li Ka Shing Library Proj. Rm 3-1 |
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| **Attendees:** | Daniel (Project Manager), Andy, Hani, Hong Yuan, Xuying |
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| **Agenda:** | 1. Adding upload function for the admin 2. Testing of upload function 3. Coding of SQL statement for basic breakdown, topK popular 4. Modification of user page to accept report parameters 5. Creation of basic output page for basic breakdown  report and topK popular place |
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|  | | | | | **Due Date** |
| 1. | | Integration of basic report / top K popular places with web app | | Andy & Hani | 26 Sept |
| 2. | | Implementation of Json API into webapp | | Xuying & Hong Yuan | 26 Sept |
| 3. | | Modification of SQL table import script to include timing spend per location | | Xuying & Hong Yuan | 29 Sept |
| 4. | | Creation of GUI page for all 4-basic reporting  functions | | Xuying & Hong Yuan | 29 Sept |
| 5. | | Coding of topK next places SQL script | | Andy & Hani | 29 Sept |
| 6. | | Testing of topK next places script | |  | 29 Sept |
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The meeting began at 6.00pm.

We started off the meeting by pulling the last version of the software from git. Afterwards, the pair programming team started on their assigned tasks. The user page was then updated with a basic interface to submit parameters and generate report.

Subsequently, we updated our project schedule and planned our schedule for the following week. Finally, we ended off the meeting by assigning tasks to both pair programming team with a deadline on 26 and 29 September 2017.

The meeting was adjourned at 9.10pm. These minutes will be circulated and adopted if there are no amendments reports in the next three days.

Prepared by,

Daniel Ang

Vetted and edited by,

**Xuying**