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| **Date:** | 29 September 2017 |
| **Time:** | 06:00 pm – 10:00pm |
| **Venue:** | Li Ka Shing Library Proj. Rm 3-2 |
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| **Attendees:** | Daniel (Project Manager), Andy, Hani, Hong Yuan, Xuying |
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| **Agenda:** | 1. Testing of topK popular places and  basic breakdown report 2. Testing of upload function 3. Update test cases and test results 4. Update task metrics and bug metrics 5. Prepare for PM Review |
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|  | | | | | **Due Date** |
| 1. | | Code heatmap | | Andy & Hani | 6 Oct |
| 2. | | Test heatmap | |  | 6 Oct |
| 3. | | Deploy heatmap to cloud | |  | 6 Oct |
| 4. | | Creation of GUI page for bootstrap function | | Daniel & HongYuan | 6 Oct |
| 5. | | Coding of bootstrap SQL statement for  delete, insert and verify data | | Daniel & HongYuan | 6 Oct |
| 6. | | Test bootstrap SQL connection | | Daniel & HongYuan | 6 Oct |
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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 testing their assigned reports searching for any potential bugs that might exist. We compared our web application report results to manual SQL query result to test our app’s accuracy. We then updated both our test case & results as well as task & bug metrics.

Subsequently, we started preparation for the next week’s PM review with the creation of slides and a quick rehearsal. Finally, we ended off the meeting by assigning tasks to both pair programming team with a deadline on 6 October 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**