**Minutes of Meeting 5** *on 09/09/2019 at 12.57pm at Room 310*

**Chairperson:**  Dr. Fadi

**Minute Taker:** Sanket

**Present:**  Brian, Henry, Kelyn, Sanket, Tom and Yun

**Apologies:** Neha

**Absent (no apology received):**

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| **Agenda**  **Item** | **Description *– include a heading for each item recorded and a brief summary of the discussion.*** | ***Include the following four points:***   1. ***Action*** 2. ***Person responsible*** 3. ***Date action is to be completed*** |
| 1. | **Appointment of chairperson and recorder**  *Fadi* was appointed to chair the meeting and *Sanket* was appointed to take minutes of this meeting. |  |
| 2. | **Review of previous minutes and actions**   * Review of screen designs. * Pricing review |  |
| 3 | **Agenda item**   * Screen redesigns   + Login and register should be done with phone number and email (email is fine for the prototype version)   + Screen indicators missing for the creating trippie screens   + On the trippie details screen, change the “offer to drive” button to “send” and also make the price editable on this screen. Once the service provider taps on the send button, a confirm dialogue box should pop-up (Example text for dialogue box, “Are you sure you want to make an offer of $50 to Alex King?”).   + Chat and call button for each and every trippie   + Expand dashboard to include notifications * Where in the application should the chatting feature be implemented? * Solving the cost issue related to the number of livestock. *Have the price based on the vehicle size required to fit the livestock, plus an added price for the quantity of livestock.* * Review of the open sooq application. * Discussion on the notifications feature. * How to handle the issue of service providers loading and unloading livestock (to be considered for future work). |  |
| 4 | **Agenda item 2**  Distribution of tasks at hand.   |  |  |  | | --- | --- | --- | | Task | Person Responsible | Deadline | | Redesign the screen layouts based on the open sooq application | Brian, Henry, Kelyn and Thomas | 13/09/2019 | | Database for cars | Brian | 16/09/2019 | | System admin panel (Research and design) | Yun  (Leave the work on the database until the screen designs are final) | ASAP | | Estimated costs for the use of firebase for in our application | Yun | 16/09/19 | | In depth research on how to implement the chatting feature in our application | Sanket | ASAP | | First draft of the terms and conditions | Neha  (Sanket and Tom to hand to her the research done so far) | 16/09/2019 | | |
| 6 | Date and time of next meeting. (Henry and Brian meeting up at MIT, Tom and Kelyn to attend via Skype) | 10/09/2019  10.00am |
| 7 | Close meeting: Record date and time the meeting closed | 09/09/2019  2.45pm |