

MINUTES OF MEETING

1. MEETING INFORMATION

SUBJECT:	8 th Internal Meeting
DATE:	3 rd December 2016
TIME:	4:00PM-7:00PM
VENUE:	SMU lab
ATTENDEES:	Teh Kaixin (KX), Nabilah Banu (NAB), Sean Kwok (SK), Nicole Goh (NIC)
ABSENT WITH APOLOGIES:	Chien Shu Yan

2. MEETING RECORDS

NO	ITEM	REQUESTED /REPORTED BY	ACTION BY
1.	Bootstrap	Team	INFO
	differentiate them? If client owner is medical, are they medical clients and same for VISA? Can we ignore, if visa tick yes, if		KX



NO	ITEM	REQUESTED /REPORTED BY	ACTION BY
	medical tick no? Manager account is considered as medical or visa?		
	 Dashboard Visa and Medical for the past 6 months (Line chart) Bar chart: Visa common type of visa requested, Which client visited for the latest month? Top 3 Doctors (Max 5 will be displayed) To maintain relationship 		
	Next Step (Actions to be taken)		
2.	Excel data: Any missing data required for analysis? (email)	Team	INFO
	 Research (Nab): Probability of different age, nationality, country to contract illnesses API for Screening or diseases that is happening, if have, add screening function will be auto removed (healthcare API) 		NAB
	Screening + Timeline: Too many steps to get to list of patients, to combine all in one page according to axure prototype		
	Sean and Nicole to finish functions by 10 December: - Account Management - Bootstrap function - CRUD Screenings		SK/NIC
3.	The meeting ended at 7:00pm. Next internal meeting will be on 18 December at 9:30am.	KX	INFO

The meeting was adjourned at 7:00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Recorded/ Updated by: Teh Kaixin Reviewed/Edited by: Nicole Goh

Date: 3rd December 2016