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| **Date: 27 September 2016**  **Time: 15:30**  **Venue: SIS Level 2 SR2-2**  **Week: 7** |

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| **Attendees:** | |
| 1.Assoc Prof Rajesh | √ |
| 2.Ong Hong Seng | √ |
| 2. Regan Seah | √ |
| 3. Aloysius Lim | √ |
| 4. Cheryl Lim | √ |
| 5. Chen Hui Yan | √ |
| 6. Haseena | √ |

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| **Team Comments During PM Review** | |
| **No.** | **Agenda** |
| 1 | 2 levels of testing must be done 🡪 Local Version  🡪Deployed Version  Do as much testing locally first as there is high turnaround time on deployed platform  This is because what works before deployment, may not be the case later |
| 2 | Bug Tracking 🡪 To be committed into Git(Bugs should be logged and not solved during PP)   * If critical, can create a debugging session to solve it   Stuff to track 🡪 total bugs solved, total count of bugs |
| 3 | Don’t keep schedule in 2 places(only key in pplog) |
| 4 | UI, Functionality should be deployed and tested before UAT |
| 5 | Project Schedule should be done till 13 Nov 2359(all iterations) |
| 6 | MVC is not a framework |
| 7 | Java Docs should be done before coding or after design |
| 8 | App should be deployed on AWS before UAT |
| 9 | Testing is very important(it gets larger and larger by each iteration)  Eg Iter 2 = iter 1 + smth  Iter 3 = iter 2 + smth |
| 10 | Exam Timetable, search function/bar are all UI based and thus not seen as additional functionalities |
| 11 | Test cases should be done before coding of a functionality and tested after pp session (Better to be done by PP pair) |
| 12 | Email Prof and let him know when we have fixed the schedule and done up the right file structure |

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| **Things To Note** | |  |
| **No.** | **Task** | **When should it be done** |
| 1 | Final Presentation Slides should be marvelous | Week 14 – Final Presentation |
| 2 | Final Presentation should in pp schedule | To add in for final iteration |
| 3. | Project Schedule should be planned till 13 Nov 2359 | To be planned within this week(week 7) |
| 4 | Do up the file directory structure | To be planned within this week(week 7) |
| 5 | UI improvement such as exam timetable, search function | UI |
| 6 | Test cases should be done before coding of a functionality and tested after pp session (Better to be done by PP pair) | Every functionality |

**The meeting was adjourned at 17:30.**

**Prepared by,**

**Regan Seah**