MEETING MINUTES

Client Meeting

LOCATION: Bulletproof Office

DATE: 03/09/2018

TIME: 10:00 - 11:00

ATTENDEES: Geethika, Tristan, Dan, Junha, Grant,

Agenda Items

- Showed the Grant and Geethika the current application to gather together feedback.
- Application feedback :
  - Discussed enabling a colour wheel for selecting custom client colours, as opposed to the sets one we have now (or in addition to)
  - Discussed setting up a login structure with SSO (Single Sign-On). For example, letting users use their Google account to login into the application. Using Google as the foundation, could then easily work with Bulletproof's SSO provider.
  - Discussed account privileges, with a manager being able to create an account, add other users to the calendar using their email address (SSO or existing Glance accounts). A system to view the calendar without logging in.
  - Talked about redesigning the alert popups. Change from the default browser alerts to more professional ones.

- Should move the delete client/consultant to underneath the the add client/consultant button
- Looking into taking automatic screenshots of the calendar at set intervals, so the history of the calendar can be tracked.
- Talked about auto refresh, which we could code, or we could use the google chrome extension to achieve the same result
- Talked about having a SESSION logout system based on time, so if a user is away from the app for too long there are logged out, for security purposes.
- Discussed the app maintaining unique colours for clients, so two clients can be blue (might restrict a user from using the application in a creative/unique way? User should be able to maintain without us enforcing it)
- Talked about a remember me button on the login page, which if not clicked, means that if the user closes the browser/navigates from the page, they will need to login in again.
- Talked about the ability to maintain the calendar for multiple weeks in the future. (For example, if Grant wants to start planning next week early, he can click a button to start on a new calendar without removing his current calendar.)
- Talked about a placeholder for non-client, non-leave status. For example, when a consultant will be stuck in meetings, is training, performing pre-sales or other work activities that can't be linked to a client.
- Talked about being able to allocate multiple clients to the same allocation slot. Splitting allocations into multiple boxes.
- Added Geethika to the team GitHub as a contributor, so if he has the free time, he is able to review the existing code base.
- The client agreed to do some usability testing with us at the next meeting
- Agreed to talk to our mentor and get the final details about how out deliverables will be given to the client (what happens to the existing code base, who owns what?)

- Agreed to a meeting in 4 weeks (01/10/2018)