Date: 27/4/2018

**Agenda:**

**1. Travel dates/Internships/Unavailable dates**

**2. Meeting dates for summer**

For items 1 and 2, refer to calendar.

**3. Technical elements for FYP**

- E-payment as part of e-store

- KIV Hair colour thing, to research on it

**4. Update timeline/division of workload**

Week 0 (29 Apr – 5 May):

1st meeting (Wed): Prototyping IDP style of the website (splitting the functions first), matrix documents, create AWS acct, github.

Prototyping division:

· Chantelle – Hair services and outlet

· Wx – Contact us

· Kim – About us and tutorials

· Jacky - E-store

· JA - Appt mgmt

· Josh – Refine home, dashboard, pop-up member services

In terms of admin account access, 3 accounts. HQ and the 2 branches. HQ has edit access, the 2 branches mostly has read access except for appt mgmt, branch inventory, staff scheduling (edit).

2nd meeting (Sat): Basic ER diagram, class diagram, databases

Week 1 (6 – 12 May):

Tasks: Coders code authentication, the rest come up with authentication test cases and debug

1st meeting: Update changes from prev week

2nd meeting: Finalise week’s deliverables

Week 2:

Tasks: Appointment mgmt module

1st meeting: Update changes from prev week

2nd meeting: Finalise week’s deliverables

**5. Email Ben with updated timeline**

**6. Start on wiki with meeting updates**