**Date: 25 July 2018**

**Absent: Chantalle**

**Status Updates:**

1. Important dates:
   1. Next week we do UT, Kis will suggest Tues night to Marvin
   2. The week after UT, suggesting we meet Ben
2. Coding: Notifications’ configuration in progress, focusing on email notifications. Should be done by next Sunday
3. UI: Josh to add the disclaimer Marvin sent for the new account creation
4. Project Management:
   1. Trello: Organise it by scope instead of by role. Wx will help us re-organise.
   2. Wiki: Jia’an has updated most of the tabs except for 3 tabs. X-factor (Pending Sat’s discussion), Persona/Scenario (Pending Chantalle’s new document), Prototype (Pending Chantalle). Metrics is partially/50% up, in progress.
5. Testing:
   1. Jia’an is away from this Thurs, will do internal testing and get it done on Sunday night
6. This Sat’s meeting:
   1. Need to do the to-be diagram
   2. Run through his email to see what we’re missing/need to do
   3. Discuss X-factor for Mid-terms and Finals. Consider timeline feasibility in X-factor