Vendors Portal Client Meeting 1

**Date**: 11/3/2016

**Commencement of meeting**: 11:00 AM

**Adjournment of meeting**: 11:45 AM

**Location**: Curtin University (Bentley), Building 314.317

# Attending

## Client

Mia Kelly

Scott

## Supervisor

Johannes Herrmann

## Group 13

Nicholas Lawrence

Yan Tsz Cheng

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# Minutes

**Tentative**: The app is a second semester concern. Development will commence in first semester only in the event that all functionality (required and extended) has been implemented.

**Extended Functionality** (For future discussion): Implementation of a notification system for vendors. Email/SMS.

**Tentative**: Discussion of testing environment. 2 possibilities, one (hereafter referred to as Acceptance/ACPT; I do not believe we discussed the Curtin naming conventions for these environments so please let me know and I can adjust names moving forward) which will be consistently refreshed making it difficult to develop against, and a second one full of static data which will not simulate a realistic environment (hereafter referred to as Development/DEV unless otherwise decided).

**Tentative**: Once vendors have registered, they will log in with a unique user name. This can either be the vendor ID (an 8 character string unique to each vendor) or a vendor can select themselves. This needs to be decided by the group.

**Concluded**: There will be a single user account per vendor. The user will be able to view all invoices relevant to that vendor.

**Concluded:** An administrator user will have the ability to create and modify other users. Their abilities will include:

* Sending of Password Reset
* Editing of user registration detail

**Tentative**: Unlocking of accounts was briefly discussed as being the responsibility of CITS (hereafter referred to as Curtin Information Technology Services). What was not discussed was the criteria for the locking of a user account. **To be discussed further**.

**Concluded:** Upon first visiting the page, a vendor will be required to register an account through the combination of an invoice number and their ABN. They will then need to complete a set of standard registration fields (Email, Phone Number).

**Concluded**: Where a user has forgotten their access details, they can request to re-identify themselves using their ABN and an invoice number.

**Tentative** : Do not worry about DSA modifications to the database initially.

**Concluded**: With the database being maintained by CITS, we will not be required to implement a backup policy.

**Concluded**: The web page must work functionally in Internet Explorer, Google Chrome, Mozilla Firefox and Safari (Versions to be discussed in team).

**Concluded**: The web pages must be responsive to mobile device views.

**Concluded**: Data will be provided from Finance in the form of views in the database which the web pages will query to display relevant information.

**Concluded**: Scott will collate some examples of data for the team to develop against.

**Concluded**: The functionality of the user web pages will be:

* User registration
* User editing
* Review of Invoice list
* Review of selected invoice status

**Concluded**:Hannes will intercede with CITS in order to get a database and access for our team to utilise for development.