

# CODEZILLA MEETING MINUTES

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| Details of Meeting | | | | | | | | |
| Meeting Title | | Iteration 2 – Sponsor Meeting 1 (Skype) – X Factor and Database | | | | | | |
| Date (DD/MM/YYYY) | | 31/05/2017 | | | **Time** | | 08:00PM – 08:45PM | |
| Location | | **-** | | | | | | |
| Minutes Prepared By | | Koh Xiao Wei | | | **Minutes Vetted By** | | Zul Yang | |
| Attendees | | Zul Yang  Koh Xiao Wei  Edward Foo  Nigel Goh  Amanda Lim  Jolene Teo  Edward Booty (Sponsor) | | | **Absentees** | | - | |
| Meeting Objective | | | | | | | | |
| To update on what has happened for Iteration 1, plans for Iteration 2, and to settle on the Database | | | | | | | | |
| Meeting Agenda | | | | | | | | |
| 1. Updates on project management tools 2. Updates on technology stack 3. Update on progress of application 4. Discuss which database to use | | | | | | | | |
| Meeting Notes, Discussion | | | | | | | | |
| S/N | **Topic** | **Details** | | | | | | **To Note** |
| 1 | Project management and Development Updates | Project Management Tools Updates:  -We are currently using Jira which is integrated with Trello  -Jira will be used more too keep track of the requirements on our end while Trello will be used more for the high level tasks to update the client side.  Backend/ Frontend Updates:  -For the Back End, research has been done with regards to hashing passwords and the do not forget your password functionality  -For the Front End, we will be making use of react, and is already working on creating the landing page | | | | | |  |
| 2 | UAT Testing/ Database | -For AWH, on their end they will be creating a migration path for their other projects and migrating them all onto azureSQL  -However, for our team we will **make use of MySQL** and not azureSQL.  -It would be much easier for us to conduct testing on MySQL, as we are more familiar with it and can do it locally. It is also more logical with regard to code handling.  -**Only towards the end and final live build testing will we be also migrating onto azureSQL** | | | | | |  |
| 3 | Design and Logo | -Would want to look into the colour schemes, logos and get a few mock ups soon  -Focus would be on clean, nice and bold designs  -Need to decide and update if we are going to create the logo or have AWH do it | | | | | | \*Need to update if our team is designing the logo |
| 4 | SingTel Future Makers/ X Factor | -SingTel future makers is a competition for social impact ideas  -AWH picked a social impact model to register and they won this competition. Some of the prizes include a 4 month incubator programme, training, mentoring etc. This programme runs until December 2017.  -As such, AWH has asked the 4 other social innovators become some of the first few to create projects on our FYP project. We will be able to thus get coverage and this can be used as part of our X factor too.  -We can aim to have around 10-15 live organisations , 100-200 live users and 5 live projects | | | | | |  |
| 5 | Business Case Proposal | - Why is this project better than anything else in the market  -Create a case for it and ensure why people will want to use it  -Suggest how we are better than our competitors and score ourselves  -Can show simple table with key features | | | | | | \*Prepare by next week |
| Actionable Items | | | | | | | | |
| S/N | **To Be Done** | | | **Team Member(s)** | | | **Due Date (DD/MM/YYYY)** | |
| 1 | -Mock ups of design and decide on whether we are designing the logo | | | All | | | ASAP | |
| 2 | -Business Case Proposal | | | All | | | 05/06/2017 | |
| Next Meeting (If Applicable/Discussed) | | | | | | | | |
| Date (DD/MM/YYYY) | | | 01/05/2017 | | | **Time** | 07:30PM – 08:30PM | |
| Location | | | SMU Basement | | | **Objective** | Technology Diagram | |
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