

Title of Meeting:	Cloud Source functionality and design review		
Name of Project:	Clout Source		
Objectives: <ul style="list-style-type: none"> Discuss updated designs Present newly added functionalities Discuss some questions and ambiguities related to project. 	Mtg. Recorder: Ghania Arshad Venue: Zoom Meeting		
	Date: 23-Sep-2020		
	Planned Start Time:	7:00 PM	Actual Start Time: 7:00 PM
	Planned End Time:	7:30 PM	Actual End Time: 7:20 PM
Attendees: Present			
Name	Designation	Name	Designation
Mr. Rana Osama	Team Lead	Mr. Talha	Developer
Ms. Ghania Arshad	SQA	Ms. Asma Shaheen	Team Lead
Mr. Samuel	Client		
Attendees: Absent			
Name	Designation	Name	Designation
Nil			

Highlights (All Discussion Points, Issues, etc.)	
1.	Ms. Asma Shaheen formally started the meeting, Ms. Asma Shaheen discuss about designs that few changes were requested by Mr. Samuel in last meeting.
2.	Ms. Ghania Arshad walk through designs and showed admin page and user page designs. She discussed that as requested by Mr. Samuel the admin dashboard now contains <i>earning graph, earned this week panel, earned this month pane and earned this year panel</i> .
3.	Ms. Ghania Arshad also explained that <i>no. of social media accounts, no. of users</i> also added to admin dashboard. Mr. Samuel agreed on this point
4.	Mr. Samuel suggested to merge user dashboard with user social media accounts page.
5.	Mr. Rana Osama suggested that user dashboard is different section and user social media account is different section we have separate pages for them so that is more accurate to have separate pages, Mr. Samuel agreed on this point.
6.	Mr. Rana Osama asked Mr. Samuel that if he had any further things to add in dashboard pages.

7.	Mr. Samuel said for time being he do not have any further thing to add on.
8.	Mr. Talha shared functionality updates he started explanation with functionality of browse influencer.
9.	Mr. Talha told that only users with at least one campaign will be shown in browse influencer listing he further explained that search filter is applied and user can search on the basis of user name and account handle.
10.	Mr. Talha explained that tags option is also given at browse influencer listing and told that tags are currently handled from backend.
11.	Mr. Talha told that currently in accounts there is no association between tags and social media accounts
12.	Ms. Asma Shaheen told to Mr. Samuel that we need suggestion on above point that how we connect tags with user social accounts from front end.
13.	Mr. Talha further discuss functionality of <i>example links</i> he explained that in example links user can add inks and any required images as well
14.	Mr. Talha discussed the buyer functionality flow and told that buyer can buy campaign by going in browse influencers account, buyer can provide caption image/video and time for the campaign, after that user can add comping to buy now or user can also use add to cart functionality
15.	Mr. Talha told that after buyer completes payment process , he will land on order detail page, with information of order status, date and email.
16.	Mr. Talha informed that after buyer had placed order seller can review order detail in his campaigns page, campaign page contains information of buyer , total amount and accept reject options.
17.	Mr. Samuel Told that he wants extra column of status in comping page that will tell comping is pending or in progress etc. and one column to view campaign details.
18.	Mr. Samuel further explained that View detail button will open new page along with order complete information and accept reject functionality
19.	Mr. Rana Osama suggested that pop up containing order detail is better than landing user on separate page, Mr. Rana Osama told that he will provide design of popup afterward it's up to Mr. Samuel to decide approach either popup or separate page. Mr. Samuel agreed on this point
20.	Mr. Samuel told that he had to rush into another meeting team may ask further quires on slack
21.	Ms. Asma Shaheen formally ended the meeting.

Minutes of Meeting

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New Action Items			
#	Item	Responsible	Due Date
1	Design of popup for viewing order details	Mr. Rana Osama	

Next Meeting	
To Be Decided.	