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| **Meeting 3** | |
| **Date:** | 15 June 2010 |
| **Time:** | 7.30 p.m |
| **Venue:** | Lee Kong Chian School of Business GSR 2.2 |
| **Attendees:** | Mr. Titus Yong  Szeto Jia Hui Nicholas  Kang Kai Xin  Gladys Khoo  Daniel Soh  Li Qi |
| **Absentees:**  **(with apologies)** | Wan Feng |

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|  | **Agenda** |  |
|  | 1. **Team member role assignment** 2. **Project Scope** 3. **A.O.B & Next Meeting** |  |
| **1.** | **Team member role assignment** | **Action By** |
|  | Project Manager: Kai Xin  Assistant Project Manager: Nicholas  All other role as per stated in previous meeting minute dated 13 06 2010 |  |
| **2.** | **Project Scope** |  |
|  | System should scale to support other teaching module (e.g. Maths, Science)  Programming Language  - C#, ASP.Net  - User-Friendly, drag and drop development environment  - Shorter development time  Using Flash  - Expect users to use Windows/Mac  - Access through web browser (Internet Explorer, Firefox, Safari, etc.)  Interactive user interface  Focus on the user experience using the OLMS  Further version of project  - Consider extending project to support Apple mobile devices (e.g. iPhone/iTouch/iPad) in form of application  - Outside of current project scope  Milestone implementation  - Get started as soon as possible when project gets accepted  External Consultation  - Course Material: Da wei |  |
| **3.** | **Hardware/Software requirements** |  |
|  | Server  - Use web hosting service  Software download through SMU MSDN AA  <http://blue.smu.edu.sg>  List of software, please refer minutes dated 13 06 2010  **Licensing issue**  - Allowed to use MSDN AA software for DEVELOPMENT and TESTING  - For live production, sponsor must purchase the relevant Microsoft license for production purpose  <http://red.smu.edu.sg/msdnaa/#Can_I_use> |  |
| **4.** | **A.O.B & Next Meeting** |  |
|  | Venue: TBC  Date: Monday, 21 May 2010  Time: TBC |  |

The meeting was adjourned at 9.15 p.m. These minutes will be circulated and adopted if there are no amendments reported in the next three days

***Prepared by,***

*Szeto Jia Hui Nicholas*

***Distributed to:***

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| **S/No.** | **Name** | **Appointment** |
| 1. | Mr. Titus Yong | Project Client |
| 2. | Kang Kai Xin | Project Manager |
| 3. | Daniel Soh | Database Engineer |
| 4 | Gladys Khoo | Graphics Designer |
| 5. | Li Qi | System Engineer |
| 6. | Nicholas Szeto | System Engineer |
| 7. | Wan Feng | System Engineer |