

AGENDA OF MEETING

Meeting Title	Combined Team Minutes
Date	28-09-2012
Start Time	1100
End Time	1800
Called By	Suriyanti
Venue	SOE GSR 3.4
Attendees	Suriyanti, Glorya, Minh, Jek Bao, & Yosin
Objective	Update current progress

PREPARATION FOR MEETING:

Please Read:	Please Bring:
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ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1					

AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Update current progress	Suriyanti	28-09-2012
2			

MINUTES OF MEETING

Meeting Title	Combined Team Minutes
Date	28-09-2012
Start Time	1100
End Time	1700
Called By	Suriyanti
Venue	SOE GSR 3.4
Attendees	Suriyanti, Glorya, Minh, Jek Bao & Yosin
Objective	Update current progress

DECISIONS:

No	Subject	Decision
1	Update current progress	<p>Visualisation (Jek Bao) Added input table & output table. In progress: show cost calculation, generate pdf</p> <p>User Interface (Minh & Suri) Title name: "Welcome..." 5% progress bar Back button logic changed Font consistency?</p> <p>Simulation Parameters (Glorya) Done with simulation parameters In progress: slides, help in debugging scheduling Pending issue: very low staff utilization rate</p> <p>Scheduling (Yosin) Simulation will involve editing on scheduled Staff Deployment and Staff Deployment Flight Assign staff based on terminals (1, 2, or 3). - > TBD MAC is counted by per 5 minutes basis ->to confirm with client Catering to delay: At arrival → deploy staff later, At departure → still deploy staff at the same time, but staff will end later. (Still need to check with client)</p> <p>Presentation (Suri) Editing on midterm slides</p>
2	Mock midterm presentation	Will only be done with supervisor.

ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	UI Breadcrumb for process flow	Minh		29-09-2012	
2	Discussion on presentation slide content	Suriyanti		29-09-2012	
3					

CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
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1	Additional bubble at visualization part for Flight ID?	
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NOTES:

Prepared by,
Suriyanti

Vetted and edited by,
Yosin