| Date: | 21/07/2017 (Friday) |
|---|---|
| Time: | 7.00pm - 8.30pm |
| Venue: | SOE GSR 2-12 |
| Attendees: | Low Wen Jun (Belynda)<br>Mario Yeremia Ngawing<br>Gwee Wei Ling<br>Rafid Aziz<br>Eugene Tan |
| Agenda: | - Update everyone about their progress<br>- Update timeline<br>- Azure Expiry Issue<br>- X Factor<br>- AOB |

| | To-Do | Assignment | Due Date |
|---|---|---|---|
| 1 | Course should take into consideration of pre-requisite<br>Remove Cost from courses (make course all free)<br>Improve Emma AI UX (Similar to Facebook Messenger)<br>Configuration menu icons to be bigger (User Friendly)<br>Viewing of courses need Pagination | Wei Ling | 30 Jul 2017 |
| 2 | Arrange meeting with Edy and Cheryl either late Sprint 5 or early Sprint 6<br>Arrange for UT on 10th August 2017<br>Email Clients about the questions that the team have | Belynda | 21 Jul 2017 |
| 3 | Check price to subscribe to Azure<br>Research to upload and download Audio and Video Files<br>Research to upload video and stream the video instead of downloading | Eugene | 30 Jul 2017 |
| 4 | Fixed Validation bugs from TNF and implement Emma validation | Mario | 30 Jul 2017 |

| | Things Discussed | Conclusion |
|---|---|---|
| 1 | Progress Update from everyone<br><br>**Project Management:** | |

- Uploaded Sprint's materials into Wiki
- Re-planned timeline for the improvised modules

**QA:**
- Added 8 test cases

**Frontend:**
**Gwee:**
- Created tabs for categories of modules. Currently, each category brings into different pages.
- Created individual course page with the tabs module information, learning materials and quizzes.
- Configuration menu is now a page itself instead of a drop down menu
- Courses page have search bar to search for courses
- Viewing of courses need Pagination

**Mario:**
- Tried to figure out the TRF Refresh bug issue
- Need to validate Fields from:
  - Add Answer page for Emma
  - Edit answer page for Emma

**Backend:**
- Need to do Validation of same course name and ID
- Upload/Download:
  - This function is working for Microsoft Office Suite and basic Txt Files

**Frontend:**
- We are looking at making the categories into 1 single page and then pull the data according to the category.
- Configuration menu should add in images to help users navigate around
- The rest of this sprint is to work on:
  - Changes mentioned:
    - Changing create course to include pre-requisite
    - Remove Cost
    - Improve Emma AI UX
    - Configuration menu icons to be bigger

**Backend:**
- Confirmation of the fields to display for each course
- Need to decide on validation AFTER fields are confirmed
- Looking forward, we are trying to make upload and download available for Audio and Video Files
- Try to Upload video and stream the

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|---|---|---|---|
| | | | - video instead of downloading<br>- Or Try to look at loading videos into Youtube and then embed the video into portal (Automating the process) |
| 2 | Discuss Timeline Update<br>- Added in Update and Delete Function of courses<br>- Added in CRUD for Comment section for courses<br>- Arrange meeting with Edy and Cheryl either late Sprint 5 or early Sprint 6<br>- Arrange for UT on 10th August 2017 | | - Arrange meeting |
| 3 | Azure Expiry Issue:<br>- Azure Expiry on 23 July 2017<br>- Create a new account to host the portal<br>   - Will require to reconfigure the settings and migrate GitHub over<br>- Looking forward to buy an subscription plan to host Azure instead of using using free accounts | | |
| 4 | X Factor:<br>- Highly interactive AI chatbox that can answers xxx complex queries | | To decide what is xxx (from Ming Kwang). |
| 5 | AOB:<br>- Who can create courses? Is it only for HR?<br>- Is there any external vendor involved?<br>- Is there a time period for the courses?<br>- What fields (data) would you like to see in the course<br>- Is there any release date? For example, create course today but release it to the portal only | | |

| | | on next week<br>- Ask for FAQ Documents<br>- To check for hosting Azure price (Eugene to check and get back to Belynda to ask AMKTHK) | |

The meeting was adjourned at 8.30 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Low Wen Jun

Vetted and edited by,
Rafid Aziz