Review and Acknowledgement of Meeting - 30th August 2017

LOW Wen Jun

Thu 8/31/2017 4:36 PM

To: Lee Chin Ping Frank <frank_lee@amkh.org.sg>; edy_chandra@amkh.org.sg <edy_chandra@amkh.org.sg>; Lim Sinyi Sindy <sindy_lim@amkh.org.sg>;

Cc: TAN Ming Kwang <mktan.2015@sis.smu.edu.sg>; GWEE Wei Ling <wlgwee.2015@sis.smu.edu.sg>; Eugene TAN Wei Hong <eugene.tan.2015@sis.smu.edu.sg>; Al Rafid Bin ABDUL AZIZ <rafidaa.2015@sis.smu.edu.sg>; Mario Yeremiah NGAWING <myngawing.2015@sis.smu.edu.sg>;

📎 1 attachments (176 KB)

8 Thye Hua Kwan Hospital Meeting 30082017.docx.pdf;

Good Afternoon Frank and Edy,

This is a followup email following the meeting held on 30th August 2017. It is an long email but please take some time in reading this.

Updated Navigation Bar in Portal

- Courses
- Resources
    - Training Calendar
    - Useful Information
    - Useful Links
- Reports
- Support
    - Account Setting
    - Contact Us
- Configuration

New Course Type
Previously, there is only e-learn course type. In the meeting held on 30th Aug, there will be a **new** course type - Classroom. Classroom course type will only purely be informational purpose whereby there will be no signup/awarding of learning hours.

New Quiz Configurations
1. There should be a limit to the number of attempts someone can attempt the quiz. System should be able to configure the number of attempts for the quiz for each course.
2. To add in 3 options to display quiz answers. The first option is to NOT show answers at any point of time, second option is to ALWAYS show answer after the end of the quiz, third option is to show answer ONLY WHEN it is of a passing grade

New Main page - Event Highlights
Previously, the main page where the event highlights are to be shown is a manual update whereby staff will input information accordingly. Following the meeting held on 30th Aug, there is a request in automating this update process whereby once there is a new piece of information, the main page will automatically update itself (upon the information creator's acknowledgement).

NOTE:

Navigation bar will <u>definitely</u> be updated to the new tabs. However, for 'New Course Type', 'Quiz', and 'Main Page - Event Highlights', we will be logging these as a <u>change request</u> and will attend to these changes only if it fits into our timeline/if we have buffer days. The team will assess how these changes will impact the current timeline and implement the changes in the priority order (as listed below):

1. Course type (elearn or classroom)
2. Number of attempts allowed for the quiz
3. THREE (3) options to display the quiz answers
4. Highlights page

Change of naming conventions:
- Emma to be named as Learny
- Module to be named as Courses
- Current Owl Logo to be changed to AMKTHKH Logo

Planning of User Testing 2
As mentioned in the meeting held in 30th Aug, we will be arranging for an User Test sometime in between 18 to 22 September. The actual date to be finalized again after arranging with clients and SMU team. For this User Test, we would like to request for more testers (more than 4).

To Frank,

Could you please **<u>acknowledge</u>** that the functionalities tweak/expectations in this email is as discussed (by replying to this email ***before 1st September, Friday***)? Also, as we have mentioned in the meeting yesterday, the SMU team **will not be able to accept anymore change request** for this portal (except for the feel and look for e-reports).

Thank you everyone for reading through this lengthy email. I wish you all a great day!

Best Regards,
Belynda