



SPONSOR MEETING MINUTES

Date:	08/01/2016
Time:	1700hrs
Venue:	BASH at JTC Launchpad
Attendees:	Foong Pui Shuen Claudia, Eva Tan Guan Hua, Goh Yi Xuan, Karen Lim, Vu Hoang Minh, Andrew
Absentees:	Nguyen Luong Thanh Minh
Agenda:	1. Update Andrew on application's progress and consult Andrew on the possible functions to implement

No.	Task	Follow Up(Person-in-Charge)	Deadline
1.	<p>Possible Improvements:</p> <ol style="list-style-type: none">1. Include percentage growth (current period compared to past period or comparison between customers within selected period)2. Add in an average line in the higher level delivery fulfilment rate3. Have a button in the lower level delivery fulfilment rate (trip details) to change the dots to bars to show the number of late and punctual jobs (visualise using bars e.g. for 23 jobs in a day, how many of the 23 are on time and how many of the 23 are late) , OR click a late/early button and a trend line will be displayed in the scatter plot4. In customer page, mention which driver is assigned for which trip, etc.5. Statistical distribution can be displayed in the dashboard , however there is a need to determine the kind of statistical distribution these data has (e.g normal or non-normal distribution)	To discuss possible features to implement(Team)	14/01/2016

Vetted by: Eva

Follow up: To be circulated amongst team