Supervisor Meeting 7

Date: Wednesday, 19/10/2016

Attendees: Wai Tuck, Keefe, Chuqian, Amber,Kester, Jeremy

Time: 10.45am-11.30am

Venue: Professor Benjamin Gan’s Office @ Level 5 SIS

Agenda:

1. Demo
2. UAT 3
3. Market survey
4. Q&A

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| S/N | Agenda | Details | Action By | Due Date |
| 1 | Demo | **Inventory**  Keefe showed inventory page to Prof Ben. Prof said that it seems manual. If we have a system to use the inventory, we have to use the data, like automating the entering of number.  We have to indicate more saliently what “next week” means.  Waituck then explains to prof our algorithm to calculate predicted roast amount.  Prof’s feedback: This is not an inventory control system. This uses linear regression to make it work. We can use this data to do more.  Prof’s explanation: Inventory control system is about supply chain. Coffee has limited lifespan. So, we want to reduce the amount of inventory. If we are looking at prediction (Which is gooD), we can also look at how long they can keep the stock, and find out seasonal data ,etc. These will be useful info for prediction. If Ernest orders too much, there will be a lot of leftover. We can use tools that we learn from CAT.  We can also think of other useful indicators for Ernest, such as waste calculation. This will validate if our estimate is really helping Ernest in reducing waste. | Discuss changes on internal meeting | To be discussed on 21/10 Internal Meeting |
| 2 | UAT 3 | Prof Ben is slightly uncomfortable with us testing high level tasks for our UAT. This is because such brainstorming is usually done in earlier phases of our project. So, we can use this just for “future implementation/enhancement”. However, we should still keep our focus on the items we have in our project scope. Some examples include: what’s the next step in campaign marketing? E.g. new promotion code, P&L from each voucher code etc. (we can validate these with business owners)  As for entrepreneurs, we can’t really ask them unless they are in the same field. | Kester to lead revision of UAT | To be discussed on 21/10 Internal Meeting |
|  | Market Survey | We will get in touch with Ernest and try to use their results | Everyone: keep in touch with Ernest for survey results (once it has been sent out) |  |
|  | Q&A | We had some questions regarding the benchmarking of UAT quantitative scores.  Do we need a benchmark?   * if we are the experts, then we can come up with a benchmark. E.g. Ernest takes 7 mins, he will be benchmark.   What if it’s a feeling (e.g. 1 to 10)?   * eventually it’s still a feeling | FYI all |  |

The meeting was adjourned at 11:30am. Next supervisor meeting will be on 26/10 1045HRS.

Prepared by,

**Ong Tee Seng Jeremy**

Vetted and edited by,

**Koh Chu Qian**