

## AGENDA OF MEETING

### Meeting Title

<b>Date</b>	06-07-2012
<b>Start Time</b>	1900
<b>End Time</b>	2200
<b>Called By</b>	Suriyanti
<b>Venue</b>	SOB GSR 2-3
<b>Attendees</b>	Glorya, Yosin, Minh, Suri
<b>Objective</b>	Settle planning iteration

### PREPARATION FOR MEETING:

#### Please Read:

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#### Please Bring:

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### ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1	Clarify Roster Plan with Kevin	Suriyanti		07/06/2012	PENDING
2	Modify Logical Diagram	Glorya		07/06/2012	To be updated
3	Industrial Attachment	Jek Bao		TBD	PENDING
4	Research on Modeling	Yosin		TBD	PENDING
5	Research on Statistic	Glorya		TBD	PENDING
6	Domain Diagram	All		07/06/2012	To be discussed in meeting
7	Update timeline and metrics in Wiki	Glorya		07/06/2012	Metrics done, timeline pending
8	Look through the project proposal: Glorya->Minh->Jek->Suriyanti	All		07/06/2012	DONE except Jek

### AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Proposal		
2	Class Diagram		
3			

## MINUTES OF MEETING

### Meeting Title

<b>Date</b>	05-06-2012
<b>Start Time</b>	1900
<b>End Time</b>	2200
<b>Venue</b>	SOB GSR 2-3
<b>Invitee List</b>	Glorya, Yosin, Minh, Suri
<b>In Attendance</b>	Glorya, Yosin, Minh, Suri
<b>Absent</b>	Jek Bao (Reservist)

### DECISIONS:

No	Subject	Decision
1	Proposal	To be submitted to Hady once Jek vet through
2	Class diagram	Discussed class diagram in detail (refer to ClassDiagram.vsd)
3	Presentation	<ul style="list-style-type: none"><li>- Decided to do a spider web on strength and weaknesses for acceptance</li><li>- Put in wiki before and after diagram</li></ul>
4	ER diagram	<ul style="list-style-type: none"><li>- Removed Flight schedule entity</li><li>- Added Result and Simulation Parameters</li></ul>

### ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	Class Diagram	All	Glorya->Minh->Yosin->Jek -> Suri	09/06/12	
2	Logical and ER Diagram	Suri	Minh	09/06/12	
3	Job Roles	Yosin	Suri -> Minh -> Jek -> glorya	09/06/12	
4	Update risk metric to wiki	Glorya		09/06/12	

### CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
1	Class Diagram	To be finalized
2	Proposal	Submit proposal
3	Review wiki	Before submit proposal
4	Job roles	

### NOTES:

Prepared by,

Yosin

Vetted and edited by,

Glorya