

## AGENDA OF MEETING

### Meeting Title

<b>Date</b>	12-06-2012
<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, Suriyanti
<b>Objective</b>	Finalise Meeting Agenda with Supervisor and Client and Updates

### PREPARATION FOR MEETING:

Please Read:	Please Bring:
-	-

### ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1	Learn Modeling and Statistic	All			In progress
2	Update Schedule Metric	Suriyanti			Done

### AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Finalise Client Meeting Agenda		
2	Finalise Supervisor Meeting Agenda		

## MINUTES OF MEETING

Meeting Title	
Date	12-06-2012
Start Time	1900
End Time	2200
Venue	SOB GSR 2-3
Invitee List	Glorya, Yosin, Minh, Suriyanti
In Attendance	Glorya, Yosin, Minh, Suriyanti
Absent	Jek Bao (NS- re-services)

### DECISIONS:

No	Subject	Decision
1	Finalise Meeting with Kevin	<ol style="list-style-type: none"> <li>1. Sign off Use Case Diagram, Use Case Description, and mock GUI</li> <li>--Highlight the important changes that have been made to the files. (Talk about Flight Requirements, Simulation, Manage Airline Requirements)</li> <li>2. Clarify questions: <ol style="list-style-type: none"> <li>I. Just to confirm if one of the data in <b>Na</b> column is <b>CTR</b> for chartered flight.</li> <li>II. Does 1 flight have different aircraft code? E.g. MH602 has B734 and B738 planes.</li> <li>III. Is STF NO in "Staff Records.csv" unique? There are some employees with no staff no.</li> <li>IV. Do you prefer to import the <u>airline requirements</u> by importing a csv file or by inserting data one by one?</li> <li>V. Is there just 1 Roster.csv for the whole simulation?</li> <li>VI. How to tell if the arriving transit flight has Singapore as the transit point?</li> </ol> </li> <li>3. Go through ER Diagram, Logical Diagram (KIV)</li> <li>4. Go through Class Diagram, Sequence Diagram (KIV)</li> <li>5. Run through timeline highlights and finalize UAT date</li> <li>6. Update on current progress <ol style="list-style-type: none"> <li>1. (Demo Bootstrap data)</li> </ol> </li> </ol>
2	Finalise Meeting with Supervisor	<ol style="list-style-type: none"> <li>1. Summary of updates on latest client meeting</li> <li>2. Update the latest Use Case Diagram, UC Description, and mock GUI</li> <li>3. Update on ER Diagram, Logical Diagram</li> <li>4. Update on Class Diagram, Sequence Diagram</li> <li>5. Update on current iterations progress <ol style="list-style-type: none"> <li>1. (learning materials for Statistics &amp; Modelling)</li> </ol> </li> </ol>
3	Finalise Modeling Class Timing	Thursday, 14 <sup>th</sup> June 2012
4	Statistics	<p>- Need to decide on what distribution to use for the simulation parameters. Flight Schedule → Prove Distribution</p> <p>MC Rate Ad hoc Leave Rate Staff Resign Rate New Staff Rate → Need to do research to decide which distribution to use</p>

		-Do research on formula for distribution for Java -Refine Sequence Diagram
5	Bootstrap and Database	Finish Database connection and starting bootstrap

#### ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	Prepare Slides	Glorya		14/06/12	
2	Print Slides, Use Case Description	Minh		15/06/12	

#### CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
1		

#### NOTES:

Prepared by,  
Glorya

Vetted and edited by,  
Minh