

SUPERVISOR MINUTES #3

Date:	2nd November 2012
Time:	7:00 PM
Venue:	SIS Meeting Room 4.7
Attendees:	<p>Can.One:</p> <ol style="list-style-type: none"> 1 Ardian TJENG 2 Grace Shintany LEE 3 Melwin Luis TANU 4 Shira ARETTI 5 TAI Shi Ling <p>Supervisor:</p> <ol style="list-style-type: none"> 1 Kyong Jin SHIM
Absentees: (provide reason if any)	-
Agenda:	<ol style="list-style-type: none"> 1 Team and Sponsor 2 Project and Scope 3 Application Testing 4 Project Management 5 Acceptance presentation

DISCUSSION

No.	Details
1.	<p><u>Team and Sponsor</u></p> <ul style="list-style-type: none"> - Try to deploy by acceptance (ask sponsor) - A laptop hosting A-star's app will be brought to acceptance
2.	<p><u>Project Requirement and Scope</u></p> <ul style="list-style-type: none"> - Clarification on 2nd x-factor: just proceed to do it (because it adds value to sponsor)
3.	<p><u>Application Testing</u></p> <ul style="list-style-type: none"> - Right now testing is done every iteration - Unfixed bug is only logged if it's discovered after committing - Should have daily testing (component testing) - Separate component bug and iteration bug (e.g color code) - Try load testing on A star app (also: different image type, different file type, etc) - Create meetrics for UI testing (quantify)

4.	<u>Project Management</u> <ul style="list-style-type: none"> - Need to clarify project refinement on the schedule - Wiki looks good, announcements looks empty (put latest minutes etc)
5.	<u>Additional Stuffs for Acceptance Presentation</u> <ul style="list-style-type: none"> - Acceptance : Tuesday, 6th Nov, 11:00 AM at SOA SR 2.4 - Motivation: Explain strong motivation on acceptance (use survey result) - How can we compete with other platform? - Have some kind of ownership (who will answer) for each question
6.	<u>Additional Comments</u> <ul style="list-style-type: none"> - Try to deploy sooner (Monday night seems late) - Populate features and products - Have storyboarding - Have graph for response time

TO-DOs

Task ID	Details	Date Due	Assigned To
1.	Integrate UI with display	5/11/12	Ardian & Melwin
2.	Testing & Bug fixes	5/11/12	Shi Ling
3.	Finish and upload storyboard	5/11/12	Shira
4.	Fix slides	5/11/12	Grace

NEXT SUPERVISOR MEETING

Date:	23/11/12
Time:	7:00 PM
Venue:	SIS Meeting Room
Agenda:	TBA

Meeting adjourned by: 8.20pm

Minutes taken by: Ardian Tjeng

Vetted by: Grace Shintany Lee on 3 November 2012