



## TEAM HEI

### SUPERVISOR MEETING MINUTES 09, 10 APRIL 2015

<b>Subject:</b>	Minutes 9
<b>Date:</b>	10 April 2015
<b>Time:</b>	10.00 am
<b>Venue:</b>	7Kickstart Cafe
<b>Secretary:</b>	Jasmine Lin

#### Attendees:

1. Professor Benjamin Gan
2. Ngho Jun Dat
3. Chester Chiew Wei Hong
4. Keith Tan Xiang Wei
5. Kong Yu Ning
6. Jasmine Lin Qian Ru

#### Meeting Agenda:

1. Review Final Presentation Slides

#### Planned Agenda

##### Technical Complexity

- Prof Ben pointed out that the Team should explain what Z-Test entails and justify why we use Z-Test
- Prof Ben pointed out that the Team should be clearer on “No available free...”
  - Not valid
  - Should say sponsor is IDA – they decided to hire us to build
  - Why we build our own – more customizable
- Prof Ben suggested for the Team to change the configuration values such as the level of significance to global constant
- 2 tier is default but 1 tier is more accurate if you know that one is better
- Prof Ben pointed out that the image of the Z-Test should be clearer and bigger – use ms2013 version to present, can zoom

##### Focus for User Test

- Change demographic
- Add name of client beside User Test #
- Before and After image too small to be seen
  - Add the title at “Before and After”

- Show chart instead of numbers!!
- Effectiveness of Changes
  - Have title to show what is the difference
- Value to Sponsor
  - Summarise the word
  - Example: put time – mobile, put time – open
  - Add insights gain for MOM according to the email sent to us
    - Which email?
  - Be more clear on comments for MOM
  - State presented to different MOM and IIE people
    - Show that how people are interested in our app
    - To show sponsor this project is viable
      - One line of description is sufficient

**General**

- Should invite Yuning’s Stats Prof or ask her give a testimonial so that it can be shown as Value to Sponsor
- Ask Eyung what is IDA further plan of this project
- Put them down in handover slide
- Put all the testimonial of other user
  - Potential
  - What they learn
- Show we do more than what our sponsor originally proposed as ending

**Action Items:**

Task	Due Date	Member in-charge
Amend Slides	15 <sup>th</sup> April	Jun Dat

The meeting was adjourned at 12.15 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

**Prepared by,**

Ngoh Jun Dat

**Vetted and edited by,**

Kong Yu Ning