

## AGENDA MEETING

Meeting Title	Supervisor Meeting
Date	17-11-2012
Start Time	1100
End Time	1230
Called By	Glorya
Venue	SIS Level 4
Attendees	Glorya, Yosin, Jek Bao, Minh, & Prof Hady
Objective	Update Current Progress

### PREPARATION FOR MEETING:

Please Read	Please Bring:
-	-

### ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1					
2					

### AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Heuristic Evaluation update	Glorya	17-11-2012
2	Clarification	Glorya	17-11-2012
3	Next UT3 Date	Glorya	17-11-2012
4	Final Presentation outline	Glorya	17-11-2012
5	Update Current Progress <ul style="list-style-type: none"><li>Simulation</li><li>Location</li></ul>	Yosin	17-11-2012
6	Supervisor Meeting	Glorya	17-11-2012

## MINUTES OF MEETING

Meeting Title	Supervisor Meeting
Date	17-11-2012
Start Time	1100
End Time	1230
Venue	SIS Level 4
Invitee List	Glorya, Yosin, Jek Bao, Minh, & Prof Hady
In Attendance	Glorya, Yosin, Jek Bao, Minh, & Prof Hady
Absent	-
Objective	Update Current Progress

## DECISIONS:

No	Subject	Decision
1	Heuristic Evaluation update	Shared with prof
2	Clarification	For sponsor review Get both Kevin and Ray to fill in  For Handover Can do it after presentation
3	Next UT3 Date	This coming Thursday, 22 <sup>nd</sup>
4	Final Presentation outline	Add more for learning outcome  Add pseudo code for simulation Explain what is simulation What is counted as a simulation  User Testing Don't spend too much time on heuristic Includes UT 2 and 3  Demo Fill in the time in between running time
5	Update Current Progress <ul style="list-style-type: none"> <li>Simulation</li> <li>Location</li> </ul>	Add variance for cost contributors pie chart Add graph for to see the whole simulation
6	Others	Have a proper presentation include all the airline relation managers for handover  Nail down a handover dates  Change "unachievable" in Changi Airport Commuting Map  Talk more about the quality of the outcome → How many cost/time that your application is going to save for SATS?  Might play the video at the beginning of the presentation → Explain more after that
7	Supervisor Meeting	Rehearse Date: 01/12/2012 1600 Try to book SR

## ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
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CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description

NOTES:

Prepared by,

Glorya

Vetted and edited,

Minh

Endorsed by supervisor,