

AGENDA MEETING

Meeting Title	Team Meeting
Date	10-10-2012
Start Time	1600
End Time	1700
Called By	Suriyanti
Venue	SIS GSR 3-5
Attendees	Suriyanti, Glorya, Yosin, Jek Bao, Minh
Objective	Wrap Up after Midterm Presentation

PREPARATION FOR MEETING:

Please Read	Please Bring:
-	Laptop

ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1					
2					

AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Discuss to-do list for midterm presentation	Suriyanti	10-10-2012

MINUTES OF MEETING

Meeting Title	Team Meeting
Date	10-10-2012
Start Time	1600
End Time	1700
Venue	SIS GSR 3-5
Invitee List	Suriyanti, Glorya, Yosin, Jek Bao, Minh
In Attendance	Suriyanti, Glorya, Yosin, Jek Bao, Minh
Absent	-
Objective	Wrap Up after Midterm Presentation

DECISIONS:

No	Subject	Decision
1	Glorya	Monitor result Prepare for UT2
2	Working File for client	Pass current version of the file for Kevin to try out Can be used for client's current management planning Pass it to client on the next meeting
3	Yosin & Jek Bao	Get list of things required from client moving forward (Jek Bao) Fix delete pdf button (Yosin) Preference ranking for Algorithmic Cost
4	Suriyanti	Prepare for final ppt slide This iteration (complete flight delay for arrival flight) Prepare list of things needed for handover to client User Manual preparation Set next meeting with supervisor
5	Minh	Make breadcrumb unclickable But colour still works (can change from grey to blue) Check result of scheduling algo (does it make sense) Validation for the bootstrap data Tooltip for the UI
6	Checker	Glorya and Minh will monitor Yosin's result Suri will monitor Minh's GUI Yosin will monitor Jek's visualisation

ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	(as listed above)				

CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
1		
2		

NOTES:

Prepared by,

Suriyanti

Vetted and edited

Yosin