

## AGENDA OF MEETING

### Meeting Title

<b>Date</b>	28-05-2012
<b>Start Time</b>	1900
<b>End Time</b>	2100
<b>Called By</b>	Glorya
<b>Venue</b>	SOB GSR 2-10
<b>Attendees</b>	Glorya, Yosin, Minh, Suri
<b>Objective</b>	Presentation rehearsal and update Suri

### PREPARATION FOR MEETING:

Please Read:	Please Bring:
-	Laptop

### ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1	GUI	Yosin		26/05/12	Done
2	Report Structure	Minh		26/05/12	Done
3	Use case description	Glorya		26/05/12	Done
4	Timeline	Glorya		26/05/12	Done

### AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Presentation Rehearsal	Glorya	29/05/12
2			
3			

## MINUTES OF MEETING

Meeting Title	
<b>Date</b>	28-05-2012
<b>Start Time</b>	1900
<b>End Time</b>	2100
<b>Venue</b>	SOB GSR 2-2
<b>Invitee List</b>	Gloria, Yosin, Minh, Suri
<b>In Attendance</b>	Gloria, Yosin, Minh, Suri
<b>Absent</b>	NA

## DECISIONS:

No	Subject	Decision
1	Updated Presentation Rehearsal	- Go through clarification with Kevin after every use case
2	Updated Suri on group progress	- Suri acted as client when we presented. Feedbacks on: Clicks after Bootstrap data: manage uncertainties and simulation prompt or just go to manage uncertainties page Conclusion: depends on user's preference.
3	Additional Question	- Effectiveness measurement: before DM mimic algorithm and after? Or only once after DM mimic logic?

## ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	Update wiki	Minh	Upload all minutes file	30-05-2012	
2	Create wiki minutes tab	Gloria		30-05-2012	
3	Email Hady	Suri		30-05-2012	
4	Confirm SR booking for client's meeting	Suri		29-05-2012	DONE
5	Print meeting materials	Minh	2 copies – GUI 2 copies – USD	29-05-2012	
6	Contact JekBao, confirm attachment	Suri		30-05-2012	
7	Update timeline	Suri	Add 2 columns, base line Start date and End date	29-05-2012	
8	Edit proposal	Yosin	Only after Minh's update on proposal	29-05-2012	
9	Update proposal	Minh	Scope, deliverables	29-05-2012	

## CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
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1		
2		
3		

NOTES:

Prepared by,

Yosin

Vetted and edited by,

Suriyanti