



SUPERVISOR MEETING MINUTES

Iteration No.	2
Meeting No.	1
Date of Meeting: (Day Month Year)	07 October 2013
Time: (hh:mm to hh:mm)	17:00 to 18:00
Venue:	SOE GSR 3.18
Meeting Chairperson	Tan Rui Jia Noelle

1. Meeting Agenda

Project Briefing to Supervisor

2. Attendance**Name [Absent/Present]**

Bie Ya Qing [Present]

Low Wen Guang [Present]

Sebastian Kiran Joy [Present]

Tan Guo Hao [Present]

Tan Rui Jia Noelle [Present]

Victor Lee Hong Zhi [Present]

3. Discussed Content**Topic**(a) Potential for Scope Extension/Additional Functionalities

- Feature for participants to follow up post-event
 - o Possible mailing list for organisers to blast/advertise future events



- Feature for participants to track and search past and present events by event category
- Payment portal for ticket billing (i.e. Paypal, some other payment gateway)
- Data from application will be owned by us.
 - o Security will be important
 - o Ensure data is secured through encryption
- Geo-fencing (Location tracking)
 - o Real-time updates as to where an individual is at any point of time
- Venture in iOS on top of Android OS

(b) Expectations for Acceptance

- Proof-of-Concept
 - o Core functionalities must be available on prototype
- Application to be deployed on an environment
 - o Localhost NOT acceptable
 - o Possibly Amazon
- Explore possibilities of using a bought domain
- Wiki Page
 - o Points brought forth during presentation MUST tally with content present on Wiki page
 - o As comprehensive as possible
 - o Include:
 - Scope, features
 - Architecture diagram
 - Target environment
 - Project Estimation
 - Total Effort (Man hours), detailed work breakdown, every task in detail - Documented and accounted for with respect to man hours per iteration
 - Track progress/if project is on schedule
 - Bug metrics, risk management, mitigation
 - Meeting minutes

(c) Administrative Issues



- What is our X-factor? → Current idea: Pricing Model
 - o Competitors scale prices either based on user base size or functionalities available.
 - o Our app will be developed with consideration of scaling prices using both the number of users and functionalities available.
- Possible project assistance (Financially): Approach Prof. Desai
- To obtain hardware resources (i.e. Android Phone, iPhone) for testing purposes: Ask Fiona
- Source for an event to test our application on (target to complete before mid-terms)
- Supervisor meetings should be held once every 2 weeks
- Near future: Once before proposals submission, once before acceptance
- Prof Alan will be away in December
- Meeting Minutes to be sent to Prof Alan

4. Next Meeting	
Date of Meeting: (Day Month Year)	22 October 2013
Time: (hh:mm to hh:mm)	16:00 to 17:00
Venue:	SIS GSR 2.7 (tentative)

5. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)		
Description	Prepared by	Due Date
Book GSR for next meeting	Noelle, Victor	9 October 2013
Email Prof Alan Meeting Minutes	Noelle	10 October 2013
Research on iOS Mobile & Web technicalities	Kiran, Ya Qing	14 October 2013



IS480 AY2013/14 SEMESTER 2

Minutes Prepared By Low Wen Guang, Tan Guo Hao

Date 07 October 2013

Vetted and Edited By Tan Rui Jia Noelle

Date 09 October 2013