

<b>Date:</b>	<b>7<sup>th</sup> Feb 2014</b>
<b>Time:</b>	<b>4:45 PM – 5:30 PM</b>
<b>Venue:</b>	<b>Prof Ben's Office</b>
<b>Attendees:</b>	<p><b>Team:</b></p> <ul style="list-style-type: none"> <li>• Eng Sen</li> <li>• Yousof</li> <li>• Shanaaz</li> <li>• Glen</li> <li>• Fariq</li> <li>• Wah Chun(Absent – Performance)</li> </ul> <p><b>Supervisor: Prof Ben</b></p>
<b>Meeting discussion:</b>	<p><b>Agenda:</b></p> <ul style="list-style-type: none"> <li>• <b>Progress Update</b> <ul style="list-style-type: none"> <li>○ Showed Prof Chris mastery based and purpose driven</li> <li>○ Impact for change of scope from Chris Boesch</li> <li>○ Documented down in the minutes</li> <li>○ Client required for <b>state diagram</b> to show the logic of the mastery based coaching at 12pm today <ul style="list-style-type: none"> <li>▪ State diagram should be the same from the document we explained for the mastery based logic</li> </ul> </li> <li>○ Client request for audio files from us <ul style="list-style-type: none"> <li>▪ What we agreed was for Client to provide it</li> <li>▪ <b>Prof Ben:</b> Good to document all the details of this request. Can document this as a change management decision during mid-term</li> <li>▪ Put in the minutes first for this kind of request. It depends on the scope.</li> <li>▪ List out sub features within each functionality (eg audio files, state diagrams)</li> <li>▪ It can aid reviewers in visualizing how many changes are there from client</li> <li>▪ Priority circle is good for overview, but detailed functionalities not shown</li> <li>▪ Might be good to shown Client the diagram, to show the additional work that were added on throughout the project</li> <li>▪ Justify taking out some stuffs/functionalities by the impact of the changes requested by client</li> </ul> </li> <li>○ <b>Tournament Progress</b> <ul style="list-style-type: none"> <li>▪ Wahchun bottleneck – supposed to help out for Tournament but delayed with Events function</li> <li>▪ Tournament events competition dates have been pushed</li> </ul> </li> </ul> </li> </ul>

behind

- Fariq, EngSen and Glen are the permanent tournament team
- Consider assigning Wahchun another task
- Meeting client to do up the Tournament API features next week
- **User Testing**
  - Pushed to coming Tuesday 11<sup>th</sup> February
  - No tournament testing
  - Mastery based and purpose-driven
  - Wahchun sent email about Test Plan to Prof Ben
  - Should try to send test plan earlier to Prof Ben before the User Testing to let him review
- **Map Registration**
  - Map is down and client is looking to fix it
  - Removed the link from the navigation bar
- Client does not update our codes or edit it
- **Schedule Update**
  - UT3 is with real users. Secondary School tournaments.
  - Letting IDA people play with SingPath is not considered a UT
  - Secondary UT, more than 40 signed up
  - MOE considering to teach Python or 'Scratch' (?) in secondary school
  - **Prof Ben** say the competition/UT is getting some publicity, which is good
  - **Prof Ben** feels that Mastery based coaching will be better if it gives you information comparing from last coding session whenever user logs in to mastery based coaching again
  - Maybe dropping 'Web Development Games' if our progress is not going smoothly
    - Have not discussed with client
    - Should tell client soon
  - Everything Client asked us to do something new we should document it down in the change management to let him know of our plans to drop any functionalities due to the new requests
- **Task Breakdown**
  - Prof Ben wants to see the components for the task breakdown – put on wiki
- **Run through of Test Plan**
- **Demo of Progress**
  - Demo create tournament – makeover
  - Demo Mentor Assignment
  - Test data is based on existing JSON formats
  - **Prof Ben** asked about the difficulty in developing the functionalities locally

- Difficulty: having to change data locally to test whatever we test

- **Ask about Mid Term Wiki deadline**

Prof David's area is in software engineering. He'll be interested into quality. Especially how we interact with Client about deploying.

**Action Items**

<b>Action Items</b>	<b>Assigned To</b>
Format of the minutes. Action item one column. Assigned to somebody in one column.	Eng Sen
No supervisor meeting on 21 <sup>st</sup> and 28 <sup>th</sup> February. <b>Next meeting will be 7<sup>th</sup> March</b>	Yousof, Shanaaz
Create a draft of mid-term slides. Let Prof Ben review it during <b>14<sup>th</sup> February</b> Supervisor Meeting. Try to put in <b>as much details as possible.</b>	Yousof, Shanaaz
Explain our difficulty in coding out the functionality. JSON API backend during mid-term. Reviewers will like it.	Glen, EngSen, Fariq
Upload detailed task breakdown onto wiki	Yousof, Shanaaz

[Comments 14/2 : Detailed task breakdown found here:  
[https://wiki.smu.edu.sg/is480/IS480\\_Team\\_wiki%3A\\_2013T2\\_GENShYFT\\_Project\\_Management\\_Schedule#Task\\_Breakdown](https://wiki.smu.edu.sg/is480/IS480_Team_wiki%3A_2013T2_GENShYFT_Project_Management_Schedule#Task_Breakdown)

**Prepared by,**

Eng Sen

**Vetted by,**

Shanaaz

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