



TEAM VULCAN
SPONSOR MEETING 17

Date:	20 th November 2015
Time:	10 am
Venue:	SMU, School of Economics Level 4
Attendees:	Heng Kok Chin, Low Wei Ting, Chan Jing Vin, Gareth Ng, Benjamin Chia, Prof William Tov
Absentees:	Yeo Cheng Fu

Agenda:

- Handover
- Updates & Minor UI changes
- Review of slides
- Miscellaneous

Discussion:

Handover

- Run through the following list of handover items:

S/n	Handover items	Descriptions
1	Codes	Both mobile & web codes
2	Diagrams	Includes Architecture diagram, business process diagrams, logical (database) diagram (mobile & web), sequence diagrams(mobile & web), use case diagrams(mobile & web)
3	Functional Requirements & Scope	Include a write up of the functions we have built, including the business rules. Also included a scope diagram for reference.
4	Java Docs	Both mobile & web
5	Livlabs Production Release	Official release document to host on their Vesta server
6	Login Credentials	Includes credentials to web portal, database, ssh, Playstore, gmail a
7	Podcast Audacity File	These are used during Pilot Study
8	User Guide	Both mobile & web
9	Dropbox URL (full version will be available from 3rd Dec)	https://www.dropbox.com/sh/0srdwh2s9pmt4y/AADvMDuuhFeNJx4oCdjLB-U1a?dl=0

10	Support matters (folder: meeting minutes-> minutes with livelabs)	Included Minutes/Email Thread with Livelabs who said to provide support for app
11	Meeting Minutes	Included all our minutes with Sponsors

Updates & Minor UI changes

- Though we have completed the handover and sponsor is happy with what we have developed, there are still minor issues he would like to address, but deem this as lowest priority. Therefore, team decided to try and we will try to complete before 3rd dec.
 - o Slider, deactivating at the start and show as grey bar
- Heart rate & Lux will not be showing for the Playstore version but for demo we will still show.
- IRB application is still pending but has submitted.
- Password protect (encryption), Sponsor will discuss with Livelabs directly after this project.
- Sponsor will also be relying on Livelabs who will be providing support for the application.

Review of slides

- The important thing (objective) is to evaluate how people feel in the moment (which is what beeper is helpful for)
- Purpose of the project is to collecting(or evaluating) momentary experiences and through the use of Beeper, we get to try the research method: experience sampling
- **Talk about the usefulness of app:**
- Old days: participants are given a watch & a stack of papers, and the researcher will tell them to look out for the watch to beep at random timing. After which they will have to complete one survey paper and submit completed surveys to the research lab. We can ask researcher to randomly send email to remind them but people do not really check emails and this process is not automated. -> Now: automating this process help to cut down on paper work, mobile app
- Old days: Furthermore, there was no way to evaluate what time participants are doing the survey, as they sometimes end up putting fake data and we have no way to track -> Now: with timestamp etc. we are able to track those details to collect momentary experience which makes it more valuable.

Miscellaneous

- Final Presentation is at SIS SR 2-1 on 24th November 2015, 1pm.
- To request sponsor to write a short feedback/comment of the project/system which will be placed on wiki.

The meeting was adjourned at 12.30 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by: Yeo Cheng Fu

Vetted by: Low Wei Ting