Date:	08/11/2017 (Thurs)
Time:	3.00pm - 5.00pm
Venue:	Ang Mo Kio Thye Hua Kwan Hospital HR Meeting Room
Attendees:	Team PlusMinus: Tan Wei Hong Eugene Low Wen Jun (Belynda) Gwee Wei Ling Tan Ming Kwang Rafid Aziz Mario Yeremia AMKTHKH: Edy Chandra (IT) Raymond (HR) Sindy (HR)
Agenda:	- Demo of LearnHub - Execute User Acceptance Test - Debrief and Feedback - AOB

	To-Do	Assignment	Due Date
1			

	Things Discussed	Conclusion/To-Do
1	**Demo of LearnHub**	Did a run through of the portal prior to the start of UT to introduce to AMKTHK about the portal. You can access the Portal here: http://learnhub.amkh.org.sg/learnhubuat/home.aspx Did a basic introduction of the portal alongside with what the individual users should be seeing/be experiencing in the upcoming UAT.
2	Progress Update: Showed client the LocalHost version of latest updates that is not in UAT site (due to VPN tunnel is down)	

| | | Review of Change Requests:
https://wiki.smu.edu.sg/is480/IS480_Team_wiki%3A_2017T1_PlusMinus_ChangeManagement

Accepted CRs:
- Allowing supervisor role to be optional
- Add 2 new charts - to track the top 5 learners by learning hours OR number of quizzes completed

Changes to DB promised and executed:
1. Changing DB to existing organisation structure

Database:
Wipe out all data then save the instance, user input finish, then restore the saved instance.

Sponsor Evaluation - to be filled by 22 Nov | |
| 3 | **Debrief and Feedback**

Feedbacks:
- **Suggest course button to not be in ellipsis but as a big button**
  - **Leave it with Ellipses**
- **Content creator and course creator the naming very similar (content of the course?)**
  - **Rename content creator to "Resource Creator"**
- **UI for uploading training calendar no good. Content creator doesn't know where is it**
  - **HR will know where to upload. Leave it.** | Next Week Handover 15th November 2017 3 to 5 PM. |

	- **Break up Support Tab into Account Settings and Contact Us > Separate.**
	  - **List under Change Request**
	  - **Courses**
	  - **Progress Report**
	  - **Resources**
	  - **Settings**
	  - **Insights**
	  - **Configuration**
	  - **Contact Us**
	- **Change Password**
	  - **Once change password, pop up modal to indicate success, and redirect user to login page to re-login**
	  - **List this under CR.**
	
	Show site map next week , together with other bug fixes.	

4	**AOB**	NIL

The meeting was adjourned at 5.00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Low Wen Jun