

<b>DATE</b>	10 October 2013
<b>TIME</b>	2pm
<b>VENUE</b>	SIS GSR 2-6
<b>ATTENDEE(S)</b>	Chua Pei Shan, Gwendolin Tan, Ng ZhenYuan, Lim Xin Yi, Shemin Ang Supervisor – Mr. Alan Megargel
<b>ABSENTEE(S)</b>	-

<b>AGENDA</b>	<ol style="list-style-type: none"> <li>1. Scope</li> <li>2. User Interface</li> <li>3. Additional Advise</li> <li>4. AOB</li> </ol>
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Topics	Details
Scope	<ol style="list-style-type: none"> <li>1. Explain to the team about the overall timeline.</li> <li>2. Explain to the team on detailed mapping of the man hours.</li> <li>3. Problem with our scope:                             <ul style="list-style-type: none"> <li>• IS480 Project should include front end, web servers and data model (creation of the database).</li> </ul> </li> <li>4. If client is worry about transparency, consider using encryption of database.</li> <li>5. Let client know that a good IS480 project needs to have a database.</li> <li>6. By acceptance, we need Map, Pin, Form, Web Application and Database to be deployed.</li> <li>7. Explanation of Alan's idea of What-if:                             <ul style="list-style-type: none"> <li>• Price of Fuels goes up, what happened to the scenarios. Currently, we are having Scenario Management rather than What-if.</li> </ul> </li> <li>8. Example of X-Factor:                             <ul style="list-style-type: none"> <li>• Comparing which scenario is better if there are unforeseen circumstances such as Fuel Price, Weather, and New Impose Penalty for CO2).</li> <li>• Analysis to compare how all the unforeseen circumstances will affect the optimal routes.</li> </ul> </li> </ol>
User Interface	<ol style="list-style-type: none"> <li>1. Routing                             <ul style="list-style-type: none"> <li>• Create a straight line between 2 pins instead of curved. (To avoid confusion like thinking the route is by land or by sea)</li> </ul> </li> </ol>

	<p>2. Form</p> <ul style="list-style-type: none"> <li>• Export to Flat File only.</li> </ul> <p>3. Instead of Submit, Use Analyse!</p> <p>4. The formulas seem to be hardcoded and not imported. Hence there should be an admin page to import the formulas.</p>
Additional Advise to the team	<p>1. Class Diagram: Identify which are the different entity (Different things that are on your applications): Scenario, User, Lane</p> <p>2. Project Working Hours: Plan entire project in terms of man hours, calculate how many man hours we need, then see available hours we have between one periods of time. (Not fixed).</p> <p>3. Metrics:</p> <ul style="list-style-type: none"> <li>• Effort Metrics (The amount of man hours you need, record in percentage in terms of whole iteration as a team, do not need individual.)</li> <li>• Schedule Metrics: In days for the iteration.</li> <li>• Bug Metrics: How many bugs found, how many outstanding to fix. Remaining bugs fixed should be getting lesser. Classify and prioritize. Include Bug fix time (how long to fix it) – plot into chart.             <ul style="list-style-type: none"> <li>○ Integration Test at every end of each iteration. Fill in bug metrics. Bugs found daily are not included.</li> </ul> </li> </ul> <p>4. Risk Management – Identified Risk and Mitigation</p>
AOB	<p>1. Meet before proposal due, before acceptance and before December.</p> <p>2. Check with client if wiki needs to be locked. (Recommended not to lock Wiki)</p>

S/N	Task	Member Responsible	Due Date
1	Set up meeting with Prof Alan	Pei Shan	11.10.2013

## Meeting Minutes 2 with Supervisor | 2013

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The meeting ended at 3pm. These minutes will be circulated and adopted if there are no amendments reported on the next three days.

Prepared by,  
Xin Yi

Vetted and edited by,  
Pei Shan