

Date	31 March 2016
Time	1230
Venue	SIS Level 4
Attendees	<ul style="list-style-type: none"><li>• Cassandra Thai Jia Ying</li><li>• Stella Wong Hui Min</li></ul>
Agenda	1) Updating of work completed

## Updating of work completed

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Analytics BE – To be refined (Minh)

Analytics UI – 50% completed

Manage Feedback UI – Bug found. To be completed.

Manage Feedback BE – Done

CFT LSP Forms UI – 100%

CFT LSP Forms BE – 100%

Recommending Modules – back end logic completed but yet to test

## User Testing

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Based on the user test feedback we have collected so far (the user test has not ended), these are the feedback we have received so far:

- 1) Class should have an additional section that records the components and weightage eh Assignment 1, 15%
- 2) LSP repository is a rather vague term and the users do not know that one can download templates uploaded into the system

## Cleaning up of application

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At the final stages of the project, these are the allocated tasks for each individual:

Cass:

Include the components and allow the admin to assess each pupil

Stella:

Debugging trainer and student's portal

Minh:

Add the additional link for LSP form templates

Matt:

Data validation and security

TEAM ELEMENT  
INTERNAL MEETING 23 MINUTES, 17 MARCH 2016

The meeting was adjourned at 1545. These minutes will be circulated and adopted if there are no amendments reported in the next 3 days.

Prepared by:

Stella Wing Hui Min

Vetted and Edited by:

Cassandra Thai

