

DATE	30 September 2013
TIME	3.30pm
VENUE	SIS GSR 2-6
ATTENDEE(S)	Chua Pei Shan, Gwendolin Tan, Ng ZhenYuan, Lim Xin Yi, Shemin Ang
ABSENTEE(S)	-

AGENDA	<ol style="list-style-type: none"> 1. Project Proposal 2. Customer Requirement Document 3. Exploration of Map 4. Questions to Ask
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Topics	Details
Project Proposal	Input Ideas in Google Docs. Complete Draft Proposal and send Supervisor so that we can discuss with him on the meeting on Thursday (10 October 2013)
Customer Requirement Document	<ol style="list-style-type: none"> 1. Help Function 2. Map View 3. Calculations/Computation and Algorithm 4. Scenario Management (What-if Analysis) 5. Administration Page 6. Responsive Web Design
UI Interface	<ol style="list-style-type: none"> 1. Home Page 2. Load Scenario Page 3. Form 4. Results
Exploration of Map	Google API
Questions to Clarify	For Client: <ul style="list-style-type: none"> • How much time is needed? Assuming on average 12 hours spend on DC before it gets out. • When will they give us the calculation? • Can we save raw data online and not export it out? • When we use Mongol database? • Explain client admin page For Supervisor <ul style="list-style-type: none"> • Let him understand what our project is. • Let him know what is the special thing that our team wants (This project is a high level and not in depth)

S/N	Task	Member Responsible	Due Date
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1	MS Project	Pei Shan	4. 10.2013 (Completed)
2	Send Reminder to Client for Monday Meeting	Pei Shan	4.10.2013 (Completed)
3	Send Reminder to Supervisor for Thursday Meeting	Pei Shan	5.10.2013 (Completed)
4	Customer Requirement Document	Xin Yi	4.10.2013 (Completed)
5	Project Proposal Draft	Everyone	6.10.2013 (Completed)
6	Exploration on Map	Everyone	4.10.2013 (Completed)

The meeting ended at 7.15pm. 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