

## AGENDA MEETING

<b>Meeting Title</b>	Supervisor Meeting
<b>Date</b>	08-09-2012
<b>Start Time</b>	1130
<b>End Time</b>	1330
<b>Called By</b>	Suriyanti
<b>Venue</b>	SIS Level 4
<b>Attendees</b>	Suriyanti, Glorya, Yosin, Jek Bao, Minh, & Prof Hady
<b>Objective</b>	Pre Mid-term Presentation & Update Current Progress

### ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1	Total number of airlines handled by SATS	Suriyanti	Discuss on next client meeting held on 27-08-2012	27-08-2012	DONE

### AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Pre Midterm Presentation	Suriyanti	08-09-2012
2	Update current progress	Glorya	08-09-2012
3			

## MINUTES OF MEETING

<b>Meeting Title</b>	Supervisor Meeting
<b>Date</b>	24-08-2012
<b>Start Time</b>	1100
<b>End Time</b>	1300
<b>Venue</b>	SIS Level 4
<b>Invitee List</b>	Suriyanti, Glorya, Yosin, Jek Bao, Minh, & Prof Hady
<b>In Attendance</b>	Suriyanti, Glorya, Yosin, Jek Bao, Minh, & Prof Hady
<b>Absent</b>	-
<b>Objective</b>	Update current progress

### DECISIONS:

No	Subject	Decision
1	Mid-term PowerPoint Changes Required	<ol style="list-style-type: none"> <li>1. Under Team's Observation slide, make the "Who??" easier to understand (the colour looks like CSO!).</li> <li>2. We need to take note of the difference between claiming First Come First Serve or Randomly. He suggests that change the term to "Based on their experiences to schedule staff" which is based on "ordering list given + experience of each staff in assigning". There is no way we can emulate their scheduling.</li> <li>3. For Use Case, change the stick man to Bee.</li> <li>4. We mention about KS test, Hady wants to what is this test doing? What is its purpose? What is being feed in? He suggested that we start the slide with: <ul style="list-style-type: none"> <li>- We have the flight data given to us by the client. In our simulation and our client assumes normal distribution.</li> <li>- We want to ensure this indeed follows the normal distribution; therefore, we could use the results for simulation.</li> <li>- Must include: What data to put in? How to judge if it passes the test? Conclusion made if it passes the test?</li> </ul> </li> <li>5. Change the "OT" font in the table  Improvement for Pseudo Code – Cost Function:</li> <li>6. Explain more on the get required CSO CSA tasks on Pseudo Code side (steps to come up with that process).</li> <li>7. For explaining the Pseudo Code uses a flow chart diagram. When you have a decision you use a diamond box to explain your point.</li> <li>8. Explain what it means to have a roster, ID and etc...</li> <li>9. Introduce the Roster then Cost Function. Explain what is the purpose of Cost Function is. Mention that the cost is attached to the roster. Also the Algorithmic Cost.</li> <li>10. We need to prioritise the needs of those airlines which require the most of the resources. We need to determine which airline to schedule first.</li> <li>11. Include quantitative metrics. Show how complex the software is. Explain more in-depth on our software.</li> </ol>

		<p>12. Hady mentions that we don't forecast. We simulate the data. So we need to change accordingly for the Technical Architecture slides.</p> <p>13. "Talk-Aloud" method? Try to find a universal term.</p> <p>14. Change the sentence: One facilitator to one tester under the User Testing Slide.</p> <p>15. Think of what kind of questions we are asking our tester to evaluate the output of our software. (very important)</p> <p>16. Break up the iteration timing to 2-3 weeks max per iteration.</p> <p>17. "NOW" in the ppt slide should be "Midterm" day.</p>
<b>2</b>	JAR + JRE Issue	Update him on the use of JAR with JRE. We suggest our client to install JRE. Still KIV.
<b>3</b>	Next meeting time	20 <sup>th</sup> Sept 2012, 1700 hours. At SIS level 4.

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**ACTION ITEMS:**

No	Action Item	PIC	Comment	Due Date	Status

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**CARRY-OVER ITEMS FOR NEXT MEETING:**

No	Subject	Description
<b>1</b>	Quantitative Metrics	Update on the Quantitative Metrics prepared
<b>2</b>	User Testing 1	Update on User Testing 1 results

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**NOTES:**

Prepared by,

Jek Bao

Vetted and edited,

Minh

Endorsed by supervisor,