

**Final Year Project
Meeting Minutes**

Meeting Information	
Date:	11 th September 2014
Time:	1530
Venue:	SMU SIS Level 4

Attendees:	<ol style="list-style-type: none"> 1. Joel Woo 2. Benjamin Chan 3. Lee Jong Hyeok 4. Lavinia Tay
Absentees:	
Meeting Agenda:	<ol style="list-style-type: none"> 1. Project Progress Update 2. Discuss on App Store Submission delay and how it affects schedule 3. Discuss on UAT results and plan what to improve to be discussed with sponsor

Summary of Meeting & Task Assignment		
1.	Jong Hyeok & Lavinia	User Interface design to be tweaked further as the current design is not appealing enough.
2.	Benjamin	<p>App Store Submission will be delayed to early October (the planned 2nd submission).</p> <p>Guidelines, account information and related materials needed including screenshots need to be ironed out.</p>
3.	Team	<p>We will try to improve the user interface and functions based on user feedback.</p> <p>Map location might need new data input method.</p> <p>Feedback data structure might need streamlining.</p> <p>Annotation might need rework so that it is clearer to users.</p>

The meeting was adjourned at 1830. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Joel Woo

Vetted and edited by,

Lavinia Tay