

## SPONSOR MEETING 2


DATE	13/6/2017
TIME	1900 – 2030
VENUE	Sembcorp Building @ Hill St
ATTENDEES	Celestine Jaren Jazreel Shreyas
ABSENTEES	Jeryl (Emix Training) Marcus (Unwell)
AGENDA	<ol style="list-style-type: none"> <li>1. Go Through UI Prototype and elicit feedback</li> <li>2. Discuss additional Good to Have and X Factor Functionality</li> <li>3. Establish future communication procedure</li> <li>4. Run through project proposal details</li> <li>5. Elicit details regarding server setup for project</li> <li>6. Communicate rough UAT Timeline and procedure</li> </ol>

## AGENDA

Item	Description	Action by
1	<p>Feedback Gathered from Prototype</p> <ul style="list-style-type: none"> <li>- LOGIN SCREEN <ul style="list-style-type: none"> <li>o allow for remembering of user id and password.</li> <li>o Fingerprint ID integration</li> </ul> </li> <li>- HOME SCREEN <ul style="list-style-type: none"> <li>o Make the 5 icons dynamic so what to display can be configured if preferred</li> <li>o Triggering the SOS requires multiple taps or with a pattern, SOS will send out location and alert relevant parties</li> <li>o Flashlight Pattern for emergency</li> <li>o For emergency services, show numbers to call (DO NOT CALL DIRECT)</li> <li>o Show nearest Singapore Embassy</li> </ul> </li> <li>- BROADCAST AND ADVISORY <ul style="list-style-type: none"> <li>o Ranking of the news points based on location</li> <li>o "I am Safe" button <ul style="list-style-type: none"> <li>▪ Panic Button press: and reaction</li> </ul> </li> </ul> </li> </ul>	Any further UI Discussion to be emailed beforehand so that steering committee members can feedback.

	<ul style="list-style-type: none"> <li>▪ I check into a location, and something happens so admin checks whether we are safe.</li> <li>- ADMIN FUNCTIONALITY               <ul style="list-style-type: none"> <li>○ Admin function to switch home                   <ul style="list-style-type: none"> <li>▪ Send broadcast to everyone/ select groups</li> <li>▪ Create and send messages to the group chat</li> </ul> </li> <li>○ Possible toggle button to switch between the user and admin roles</li> </ul> </li> <li>- BACKEND DEVELOPMENT POINTERS               <ul style="list-style-type: none"> <li>○ Currently no database has been implemented so there is a need for implementation</li> <li>○ Users cannot create groups, can only view and participate, only admin has the option to create,</li> <li>○ Current Internal Directory service requires a function to be sent as a request before a result is returned.</li> </ul> </li> <li>- FURTHER ACTION               <ul style="list-style-type: none"> <li>○ For further UI changes, send the UI document to Kuan beforehand so that he may get Steering Comm Feedback</li> </ul> </li> </ul>	
2	<p>Possible Ideas for Additional X Factor Functionality</p> <ul style="list-style-type: none"> <li>○ Collect Location Data</li> <li>○ Wearable Tech</li> <li>○ WhatsApp Web Admin Interface</li> <li>○ Geospatial Analytics               <ul style="list-style-type: none"> <li>▪ An example implementation is to track employees who are working offsite. By setting up a geofence in an area, Sembcorp can detect which employees are within the geofence's effective proximity, and make headcount easier, thus ensure that no employee is left behind</li> </ul> </li> <li>○ Chatbot for communication instead of going to the admin. Example questions as follows:               <ul style="list-style-type: none"> <li>▪ What do I need to prepare</li> <li>▪ What weather</li> <li>▪ Applicable to travelling</li> <li>▪ Recent news and updates</li> </ul> </li> </ul>	
3	<p>Future Communication Plan (Current – August)</p> <ul style="list-style-type: none"> <li>- Weekly email communication and updates</li> <li>- Fortnightly Face to Face meetings</li> </ul>	
4	<p>Proposal Feedback</p> <ul style="list-style-type: none"> <li>- All OK with regards to the details conveyed</li> <li>- Proposal to be sent once ready</li> </ul>	Proposal to be sent once prepared
	Server Setup and management for project	

	<ul style="list-style-type: none"> <li>- Server configuration <ul style="list-style-type: none"> <li>o Sembcorp has servers for development and production environment which it can provide for our app testing</li> <li>o To use local databases with sample data when coding, functionality tests can connect to their development server and pull records from their databases</li> <li>o For UAT, Sembcorp will provide their UAT environment and corresponding servers</li> </ul> </li> <li>- Client-Server architecture (2-tier) <ul style="list-style-type: none"> <li>o Presentation Tier (Lightweight client)</li> <li>o Logic + Data Tier (Server intensive) <ul style="list-style-type: none"> <li>▪ Sembcorp has existing backend systems that are exposed as a web service</li> <li>▪ The mobile app should be developed to consume these services</li> </ul> </li> <li>o For certain logical processes, the backend might be separated into two tiers → Logic and Data separated <ul style="list-style-type: none"> <li>▪ Not a true consumer provider type</li> <li>▪ Mimics 3 tier architecture</li> </ul> </li> </ul> </li> <li>- Mobile app requirements <ul style="list-style-type: none"> <li>o Make use of Visual Studio's minimum viable version for Android (Android 4 and above)</li> <li>o iOS 8 and above for iOS</li> </ul> </li> <li>- Sembcorp backend requirements <ul style="list-style-type: none"> <li>o To be coded in C#, connect to relevant services <ul style="list-style-type: none"> <li>▪ Sembcorp's Active Directory for employee information</li> <li>▪ ISOS Web API for broadcasts</li> </ul> </li> <li>o Expose the server(s) used as a web service to be consumed by the Sembcorp Secure mobile app</li> </ul> </li> <li>- Documentation <ul style="list-style-type: none"> <li>o Make use of industry best practices for all documentation.</li> <li>o Make use of standard architecture diagram or industry best practice</li> <li>o No proprietary styling for documentation and bug log. Ensure it complies with industry best practice</li> </ul> </li> </ul>	
6	<p>UAT Timeline presentation and documentation discussion</p> <ul style="list-style-type: none"> <li>- Template for UAT documentation to be shared.</li> <li>- Currently SembCorp UATs are purely manual testing</li> <li>- Notice must be given in a weeks' time to provision the servers</li> <li>- Consumption servers <ul style="list-style-type: none"> <li>o Active Directory – for Consuming</li> <li>o ISOS (Web API)</li> </ul> </li> <li>- Servers to take note off for application running <ul style="list-style-type: none"> <li>o Application Server – IIS Microsoft Web Server</li> <li>o Database Server – MsSQL</li> </ul> </li> </ul>	



	<ul style="list-style-type: none"><li>○ Push Notification Server – For mobile app<ul style="list-style-type: none"><li>▪ Using Firebase from Google (Supports both iOS and Android)</li></ul></li><li>○ 2 sets of servers<ul style="list-style-type: none"><li>▪ Development and Production</li></ul></li><li>- Another thing we need to consider: push notification, for the app to receive, server needs to send.</li></ul>	
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The meeting was adjourned at 2030.

## TASK LIST

Task	Action by
Next UI Prototype has to be emailed to Kuan by Next week	Jazreel (19/06/2017)
Proposal Final Copy has to be emailed to Kuan upon submission	Shreyas (19/06/2017)

These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Vetted by,  
Shreyas

Vetted by,  
Jaren