TEAM VULCAN

INTERNAL MEETING 5

Date:	13th June 2015
Time:	1.30pm
Venue:	SMU Labs, Level 2
Attendees:	Benjamin Chia, Yeo Cheng Fu, Heng Kok Chin, Low Wei Ting, Gareth Ng
Absentees:	Chan Jing Vin

Agenda:

- Finalize Project Schedule and timeline for functionalities
- Mockup of Paper Prototype (including Navigational Diagram)
- Allocation of tasks

Discussion:

Project Schedule

- To re-schedule Researcher and Admin modules in later iteration as requested by Sponsor due to the introduction and request to integrate with existing web application
    - o Request for the source code of the existing web application
- Despite being a core function, Account Module will be scheduled to be completed in a later iteration due to prioritization
- While clarifying with Sponsor (who is out of town since May) on the scope, the team will be focusing on Participant and Analytics modules
- The team aims to complete all features in Participant module and 2/3 of Smart Wearable module (excluding the integration) by Acceptance
- The team also aims to finish the Smart Wearable, Analytic, Researcher and Schedule modules (inclusive of integration) by mid-term
- Lastly, the team will focus on the remaining modules, Account, Admin, History, Social Media by final

Updated Scope

- Added in Manage Notification for Participant module
- Added Manage Alert for Researcher module
- Merged Survey and Program module with researcher module as it overlaps

- Participant podcast will not be deleted without user permission
- User can choose to download further podcast but must provide the function to only unlock when the user completes their current session
- Ignore the timer session for unguided meditation [KIV]

Mockup of Paper Prototype

- Created first navigational diagram for android application to be used by participant
- Modify first mockup based on sponsor email and current navigational diagram

Task Allocations

- Storyboard (User Persona, Scenarios) – Benjamin
- Team Logo – Benjamin
- Market Research (Smart Watch) – Gareth
- Market Research (Meditation App in the market) – Kok Chin
- Suggestion for Tools/Technology – Kok Chin & Gareth
- Project Plan (re-schedule tasks, schedule metric, risk mitigations) – Wei Ting
- Bug Metrics – Jing Vin
- Update WIKI – Wei Ting
- Functional Requirement & Diagrams (Update based on sponsor email) – Cheng Fu
- To look through Proposal after update - All

Others

- Cheng Fu, to confirm with sponsor if user will be able to see/view multiple programs. Eg. If they were to select the wrong program, do we overwrite the old program with new one? Or retain both?
- Account creation, does paid participant have any unique common pin they need to key in?
- Continue with further research on technology.

The meeting was adjourned at 6.30 pm. Next meeting is scheduled on Friday, 18th June 2015 in SMU Labs.
These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by: Low Wei Ting

Vetted by: Yeo Cheng Fu