TEAM VULCAN

INTERNAL MEETING 3

Date:	5th June 2015
Time:	10 pm
Venue:	Online Skype Meeting
Attendees:	Benjamin Chia, Yeo Cheng Fu, Heng Kok Chin, Low Wei Ting, Chan Jing Vin, Gareth Ng
Absentees:	-

Agenda:

- 2 Page Proposal
- Finalize Functional Requirements
- Android Tutorial and Development
- Other Administrative

Discussion:

2 Page Proposal

- Business Analyst, Cheng Fu to focus on
    - o 1. Project Description
    - o 2. Motivation
    - o 4. Deliverables
    - o 5. Scope
- Project Manager, Wei Ting to focus on
    - o 3. Stakeholder
    - o 6. Project Plan such as milestones, risks, resources and references

Due Date: 12th June 2015

Finalize Functional Requirements

- Business Analyst, Cheng Fu to consolidate and finalize the requirements given by Sponsor across all physical meetings and e-mails

Due Date: 10th June 2015

- Upon completion, amend Use Case Diagram, Description, etc.

Android Tutorial and Development

- All members to download and install Android Studio from
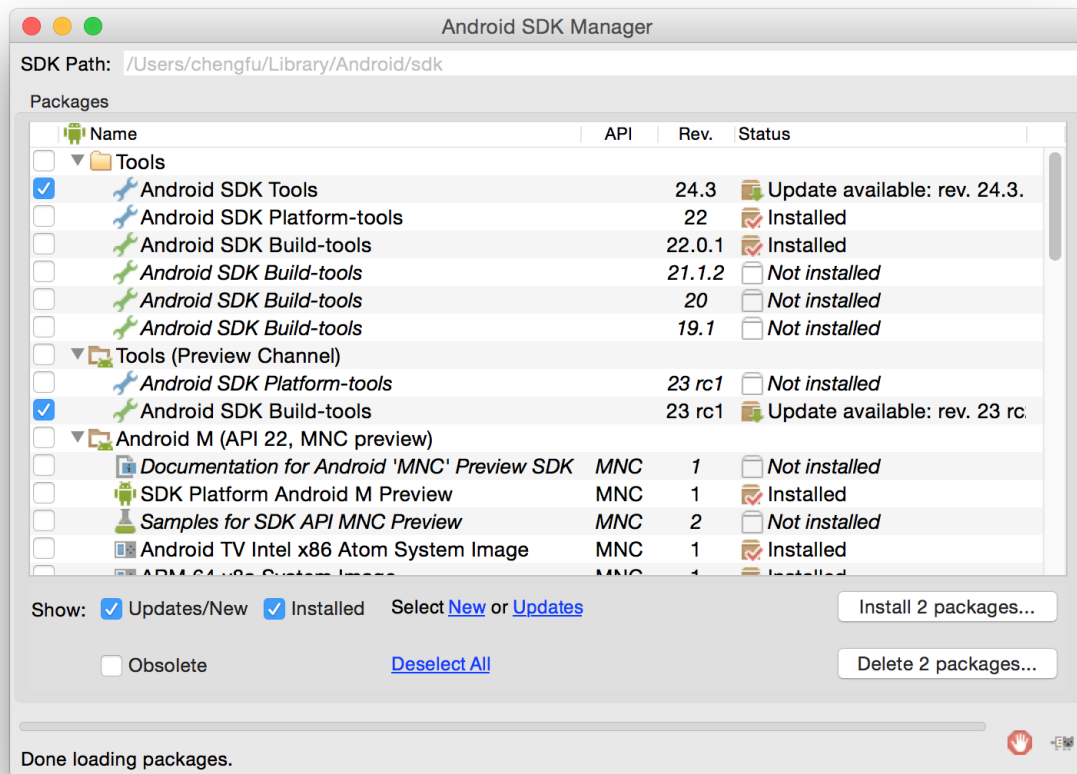 https://developer.android.com/sdk/index.html
- Update SDK as shown in Figure 1 below

Figure 1

- Follow the step by step tutorial on
  https://youtu.be/QAbQgLGKd3Y?list=PL6gx4Cwl9DGBsvRxJJOzG4r4k_zLKrnxl

Other Administrative

- All members to brainstorm about the Database Management for the project once Cheng Fu finish finalizing all functional requirements on 10th June 2015
- Review our built mobile application (based on the youtube tutorial) on 12th June 2015
- Prepare materials for paper prototyping on 13th June 2015

- All members to research on all Android Wear listed on http://www.android.com/wear/ and all other smart bands/watches that are running on Android
- All members to jot down any references/resources used (to be placed in proposal)

The meeting was adjourned at 11pm. Next meeting will be on 12th June 2015, 7pm, SMU Labs. Paper prototyping meeting on 13th June 2015, 1.30pm, SMU Labs.
These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by: Yeo Cheng Fu
Vetted by: Low Wei Ting