**Supervisor Meeting Minutes**

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| **Date** | 18/1/13 |
| **Time** | 315pm |
| **Venue** | Prof Gan’s Office |
| **Attendees** | Siew LinLin YukaiNg Sing LimMelissa Tian Pei ShiChan Zi Jun |
| **Absentees** | None |
| **Minute Takers** | Yu Kai |

**Agenda**

1. Detailed Project Walkthrough/ Review

**Notes for Meeting**

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| S/N | Topic | Discussion Details | Actions By |
| 1 | Detailed Project walkthrough / Review | App Demo* Deployment done with basic functions
	+ View places/travelogues
	+ Download travelogue for offline viewing
* Version 1.0 catered more for existing users currently
* Value Adding is more for current users to view their created travelogues offline

Schedule* Things to be done in Iteration 6
* Profile page
* Memories (Taking Photos & Uploading to Qiito)
* Travelogue Map (Online and Offline)
	+ Offline to KIV, waiting for final decision by client
* Smart Itinerary
	+ Basic UI function exploration instead of actual logic implementation
	+ Not that important at this stage. Can leave it out for the time being. Focus on memories.

Changes in project* Get snapshots of different versions, so as to justify the reduction of function scopes if needed
* Present in midterm, to emphasize the fact that we are meeting the requirements and constant changes of a small start-up company with limited resources (as a value add)
* Push sponsor to think about the bigger picture is sometimes needed for WOW factor. Regurgitating everything from website functions is not WOW enough.
* To see more obvious value adding in the project instead of refining performance, UI etc.
* To request from client a little more freedom over functions

Prof Suggestion for moving ahead* When offline and memories are done, deploy v1.1 and then think about user testing.
* Next week: Write specific scenario for testing, 2 or 3 test scenarios to test each of the function. Shows actual use and flow of app.
* Test with about 10 people would be enough. Target different group of people as well.
* Collect qualitative and quantitative:
	+ Qualitative: what else you want
	+ Quantitative: Rate, how long certain functions take to complete
* To check with Motus Solution again on how to better improve on our current feedback form; removing the need to ask users to state phone model and OS system.
* Next week: See what data we can get out of Google Play
 | Note to All |

**To Be Done**

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| S/N | Description | Actions By | Deadline |
| 1 | Work on Memories and Offline Map | Viaxeiros | 25/1/2013 |
| 2 | Test Plan Scenario  | Viaxeiros | 25/1/2013 |
| 3 | Check out on the data from Google Play | Viaxeiros | 25/1/2013 |

Done By: Yukai

Vetted By: Sing Lim