

TEAM R&I

Supervisor Meeting Agenda

Meeting/Project Name:	2018T2 R&I		
Date of Meeting (DD/MM/YYYY):	26/03/2019	Time:	1000 – 1100
Meeting Facilitator:	Liting	Location:	SIS Office 4048

1. Meeting Objective

1. Demo
2. Project Management

2. Attendees

Name	Attendance	Remarks
Chow Li Ting	Absent	Sick
Teng Shu Yan Rachel	Absent	Sick
Thevakumaren S/O Morgaya	Present	-
Raghav Gowri Sankar	Present	-
Mok Hao Ze Benjamin	Present	-
T S Kautham	Present	-

3. Pre-work/Preparation (Documents/Handout to bring, reading materials, etc)

Description	Prepared By:
-	-

4. Agenda and Notes, Decision, Issues

Topic	Owner
Demo <ul style="list-style-type: none">- Login – GroupID<ul style="list-style-type: none">○ To clarify with Alan regarding logging in process with groupID:<ul style="list-style-type: none">▪ How will the OTP work with groupID in place?▪ How the group ID is assigned?- Customer Preferences- Gamification- Loan module<ul style="list-style-type: none">○ To display loan title	Ben
Project Management <ul style="list-style-type: none">- Risk Management- Mid Term Slides<ul style="list-style-type: none">○ Introduction Team members, stakeholders○ Problem Statement○ Solution	Ben

<ul style="list-style-type: none"> ○ Product Demo ○ Technical Complexity <ul style="list-style-type: none"> ▪ Technologies used ▪ Architecture Diagram ▪ Dual Currency Module (Strike Rate, Interests Rate and Etc) ▪ Loading Time ▪ The use of component ▪ Reloading <ul style="list-style-type: none"> • Include performance measure ▪ Linechart Solution ○ User Testing (29 march) - Relevant Stakeholders ○ User Acceptance Testing (5 April) – SMU students ○ Project Management <ul style="list-style-type: none"> ▪ Edit the schedule for marketing promotion module ○ Learning Outcome 	
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5. Action Item		
Action	Owner	Due Date
Powerpoint slides and Wiki	Liting	9 April 2019

6. Next Meeting (if applicable)	
Date (DD/MM/YYYY):	09/04/2019
Time	1000 – 1100
Location	SIS Office 4048
Objective	Updates on project