SUPERVISOR MINUTES #1

Date:	19th October 2012
Time:	6.30pm
Venue:	Meeting Room 4.4
Attendees:	**Can.One:** 1. Ardian TJENG 2. Grace Shintany LEE 3. Melwin Luis TANU 4. Shira ARETTI (leaves at 8pm) 5. TAI Shi Ling **Supervisor:** 1. Kyong Jin SHIM
Absentees: **(provide reason if any)**	-
Agenda:	1. Team and Sponsor 2. Project Scope 3. Application Testing 4. Project Management 5. Additional Stuffs for Acceptance Presentations 6. Additional Comments

DISCUSSION

No.	Details

1.	<u>Team and Sponsor</u>
	
	1. Role and Responsibility
	    o Define and justify why are there two PMs
	        [Answer] 2 PMs because both PM can do Part Time PM and part time coding. This is done so that we allow everyone to learn in the process
	        [Answer] It also help PM understand how long the task should take
	    o Define the job scope of the roles clearly
	    o Shuffling or resources to help out with technical work when off peak period or as deemed necessary
	
	2. Sponsor and Client
	    o Sponsor
	      Gamurai Pte Ltd
	    o Client
	      We do not have any client but Gamurai has
	    o User
	      Anyone from the public who uses e-commerce platform

2.	Project Requirement and Scope
	1. Scope o 3 Main Project Scope 3D Visualisation Support Metro Design UI Recommendations based on Analytics o Clarified with Supervisor that we are doing a Web Application and not on Windows 8 devices. We are just using the Metro Design. o The X-factor of our project is the recommendation based on face shape and this is on top of the recommendation of past records, history and user profile 2. Requirement o *Business Requirement* Business scope for this project has to be the main priority. For instance: 1. does the system allow the users who are vendor to post items? o *Functional Requirement* Functional scope becomes the second priority. For instance: 1. in order to allow the vendors to post items what are the necessary things VEON needs to do? a. VEON should be able to allow login for different role ie. Shoppers and Vendors b. VEON can function as a portal where Vendor can come in and upload photograph of the items to be translated into 3D objects o *Technical Requirement* For instance: 1. VEON must be able to have two entity for the user and distinguish them during Login 3. Questions on Outcome o What are the desired outcome? o How do you measure if people bought the top 10 items? o How do you quantify from using metro design? how do you measure? o Do you want to use control testing? control testing can be done by using e-wallet. Control testing have to move beyond subjective value. o Do you want to measure Rate of Investment (ROI)? 4. Questions on Requirement o *Business Requirement* Do you agree that doing on Metro Design improve UI for shopping? We need to find out the reason why we are implementing Metro Design. The answer must be beyond that it is because we want to tap the trend of Windows 8. But it must answer if the shoppers might be more interested with this kind of shopping experience. **Survey, study and research** can be useful to back the answer to this question. The answer to this question must be in business perspective. o *Functional Requirement* How do you ensure scalability? How do you ensure that the web application is able to handle 5,000

	connections? How do you test for it? ○ *Technical Requirement* When does the analysis Face Shape Recommendation happens? When should you do the analysis of the facial shape, should you do it when the user upload their photo or when the user click on "recommendation based on face shape". The former is better as it is faster and it will cut down on the waiting time for the user when clicking the "recommendation based on face shape" 5. WOW or X-Factor ○ If the team is able to do a non-metro design so that the user can compare between the use of metro design ○ Survey the potential user what do they feel about wearing a particular brand of spectacle. ○ Allow vendor to upload product detail (via xml + photo) and the people from Gamurai side can go and retrieve and do the 3D visualisations accordingly. ○ Another X-factor can be allowing the user who are colour blind or hearing impaired to be able to utilise our e-commerce system by having a hover that display colour of the clothes etc. This can be done by annotating the UI.
3.	**Application Testing** Look out for who do you want to test. The tester should be those that fulfil the criteria of the user persona. 1. *Functional Testing* If there is a function "Top 10 item", how do you test for if the list really display the top 10 items. 2. *Navigation Testing* How do you do navigation testing? validation has to be there? 3. *Usability Testing* ○ Why are all the boxes blue? ○ Why are response time for certain thing is so long? ○ This matter can be very subjective and the testing can be done by using **JUnit**, alternatively you can measure the difference between start and end of timestamp. Survey and see what people are talking about. ○ First testing can be guided while second testing is non-guided. ○ During the second testing if the user asks a lot of question it means that the certain part of the application is not understood. Survey and feedback can be given to the tester. ○ Third Testing can be done to ensure that the feedback and bugs from 2nd UT has been addressed and we can move on to the performance testing. 4. *Software Performance Testing* We can come out with performance metric to measure how has the system improve after particular change in the system, for example with the implementation of **AJAX**. 5. *Testing Environment* Get a Seminar Room and tester can bring their own laptop.

4.	**Project Management** 1. Wiki Page needs to be updated constantly 2. Meeting Minutes need to be uploaded so that the reviewer will be able to see what is happening to the team page. 3. Bug Metric needs to be shown clearly. For example, if there are 1000 bugs found on one day, the next day it becomes 20 bugs, the process needs to be shown clearly on how the bugs are solved.

5.	**Additional Stuffs for Acceptance Presentation**
	
	Motivation is important, just as shown in the proposal - "WHY" do we choose to do this project.
	Survey will be useful to back certain thing as to why you are doing certain functionality, using a particular product or framework or function.
	Show where you are in the schedule
	Project Preparations
	   ○ *Storyboarding*
	   ○ *System Architecture*
	     This is done so that we are able to show clearly, which system is ours and which is other people's
	Risk should include **Learning Curve** especially for 3D related things and also external dependencies. Risk of not being able to meet sponsor requirement will be mentioned in the Additional Comment section.
	[Repeated] Find the reason why you choose Metro Design and the amount of effort spent on researching about the Metro Design

6.	Additional Comments
	Deliver useful things, do it with a clear mentality so that it value adds your project [Repeated] Another X-factor can be allowing the user who are colour blind or hearing impaired to be able to utilise our e-commerce system by having a hover that display colour of the clothes etc. This can be done by annotating the UI. [Repeated] Survey can be useful to find out what the potential user wants and you can use this to justify why do you use certain functionality During Supervisor meeting: ○ You can share if you are running into problem or what have happenned to the project. If there is any conflict ○ Show any technical and functional issue Do talk to your supervisor, if the project runs and the team is not able to attain certain functionality and need to agree on the certain functionality that can be dropped if the team cannot achieve. This links to when do the point when do the team decide to forgo functionality. For PM ○ Needs to use the correct PM tools ○ Need to show where you are in the schedule ○ how many iterations and buffer left ○ Which functionality can be dropped [Repeated] Wiki page needs to be constantly updated Performance and Scalability Metric will be extremely useful and worth the effort. PM need to talk to the sponsor and get a production machine and get the application running on the production server. [Taken from Supervisor] Core Package ○ 2D-3D Conversion [Repeated] If team is using a third party plug-in, you need to indicate which part that is yours and which part that is not yours, need to indicate the amount spend on configuring and coding If the third party plug-in fails, epic fail for the project. Hence, confirm ASAP feasibility of this tool and show before project acceptance ○ Metro UI Hasn't been done for web apps. Lots to Research. [Repeated] At project Acceptance, clearly state what are the tasks involved Meet with supervisors weekly on Fridays, 7pm. Confirmed Have a clear goal in mind as to what awards your team wants to achieve.

TO-DOs

Task ID	Details	Date Due	Assigned To
1.	Next Meeting will deal with the matters indicated by Supervisor	**Next Meeting**	Melwin
2.	Software Architecture and Story Boarding to be produced	**Next Meeting**	Shi Ling
3.			

NEXT SUPERVISOR MEETING

Date:	Friday, 26th October 2012
Time:	7pm
Venue:	**TBA**
Agenda:	**TBA**

Meeting adjourned by: 8.45pm
Minutes taken by: Melwin Luis TANU
Vetted by: Grace Shintany LEE on 20 Oct 2012