

Date	28 January 2016
Time	1230
Venue	SIS Level 4
Attendees	<ul style="list-style-type: none">• Cassandra Thai Jia Ying• Stella Wong Hui Min• Nguyen Nhat Minh• Matthew Yee
Agenda	<ol style="list-style-type: none">1) Update on progress2) User testing

Allocation of work

The team is allocated the following tasks:

Cass:

1. Feedback (FE)
2. Analytics (FE)
3. Word Cloud
4. Student Portal (FE)

Minh

1. LSP Forms (FE & BE)
2. Class timetable
3. Analytics (BE)
 - a. Compare trainers
 - b. Pass-fail for each module
 - c. Take up rate for course
 - d. Best timing to hold a course
 - e. Profile of learners for course and overall

Stella

1. Trainer Portal (FE)
2. Analytics (FE)
3. Word Cloud
4. Student (FE)

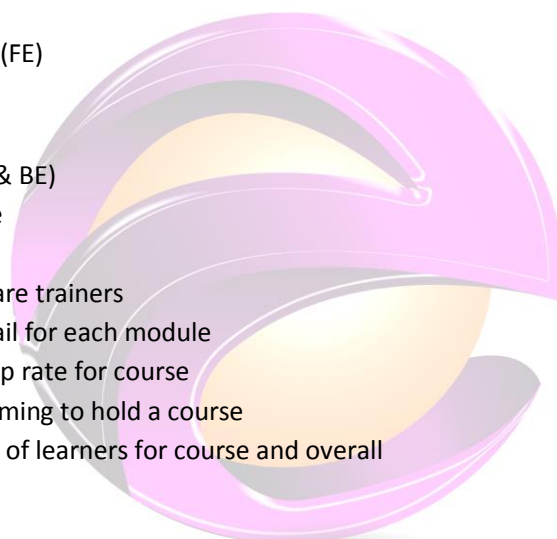
Matt

1. Recommendation Module (BE)
2. Search Users (BE)
3. Upload Grades/attendance (BE)
4. Attendance DB

Legend

FE – Front end

BE – Back End



User Testing

Our user test is tomorrow and these are the functions we will be testing:

- 1) Login/logout
- 2) Password reset
- 3) View Courses
- 4) Group Registration
- 5) Individual Registration
- 6) Payment Email reminder
- 7) CRUD Facilities
- 8) Book facilities
- 9) Display facility timetable
- 10) Creation of Accounts
- 11) CRUD Student particulars
- 12) CRUD trainer particulars
- 13) CRUD Courses
- 14) CRUD Classes
- 15) Payment email reminder
- 16) Upload course materials
- 17) Download course materials
- 18) Class Announcements
- 19) Certificate UI
- 20) Search facility
- 21) Search courses and classes
- 22) LSP Repository

We will be meeting at noon to prepare for the user test at 1pm.

The address is 7 Mandai Link, Mandai Connection, #09-37, S728653

The meeting was adjourned at 1545. These minutes will be circulated and adopted if there are no amendments reported in the next 3 days.

Prepared by:

Stella Wong Hui Min

Vetted and Edited by:

Cassandra Thai