**Supervisor Meeting Minutes**

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| **Date** | 5/4/13 |
| **Time** | 3.15pm – 4.10pm |
| **Venue** | Prof Gan’s Office |
| **Attendees** | Siew Lin  Lin Yukai  Ng Sing Lim  Melissa Tian Pei Shi  Chan Zi Jun |
| **Absentees** | None |
| **Minute Takers** | Melissa |

**Agenda**

1. Final Presentation
2. User Testing 3

**Notes for Meeting**

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| S/N | Topic | Discussion Details | Actions By |
| 1 | Final Presentation | * Apply for Samsung note2 from Fiona * Not getting the 2nd part of X Factor of bringing new users in   + Explain why! * Want to go in-depth and talk about the complexities.   + Map   + Performance * UT1, UT2, UT3,   + Time taken to do the test   + Compare the results between this 2.   + Still in the process to aim to the number of downloads, be frank. Reflection of UT.   + Compile user feedback * Project Management   + Learned something about the live application and also the ever changing requirements   + Tell the whole story of start, issues faced, ups and downs , and also all of the changes. Overview of the whole process. Include phase before acceptance   + Risk Management     - Specific examples of Sponsor Risks, bring out examples * X Factor   + Offline Map     - Many groups are using google maps while we write the map ourselves with the mobile itself. All the details. Using the framework but independent of api. Examples. * Reflection   + Hard to say we provide value as it is not validated with real users.   + Can only say change of concept; most is Qiito’s idea, we enhance through testing feedback   + Validate the idea of new features with the comments by users.   + Explain the reasons why we did not achieve the results we wanted.   + Too many stakeholders, might be a problem for the project?   + Individual Reflections. | Note to All |
| 2 | User Testing | * Average figure for the Chart will be good (Slide before User Interface) | Note to All |

**To Be Done**

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| S/N | Description | Actions By | Deadline |
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Done By: Melissa

Vetted By: Yukai