

Date:	14th Feb 2014
Time:	4:35 PM – 5:15 PM
Venue:	Prof Ben's Office
Attendees:	<p>Team:</p> <ul style="list-style-type: none"> • Eng Sen • Yousof • Shanaaz • Glen • Fariq • Wah Chun <p>Supervisor: Prof Ben</p>
Meeting discussion:	<p>Agenda:</p> <ul style="list-style-type: none"> • Team's progress on development update • Midterm discussion • Demo of App <p><u>Updates of activities</u> Update Prof Ben which team's midterm presentation we are going for.</p> <p>Updates from Client Meeting</p> <ul style="list-style-type: none"> • Update Prof Ben with client last Wednesday (12/2) • Added requirements for Events Registration (Create and Manage Events) • Client deployed Purpose Driven codes onto development server <ul style="list-style-type: none"> ○ Not all databases are completed ○ Will deploy fully by next week • Map features is fixed by Prof Chris <ul style="list-style-type: none"> ○ Registration stats are up ○ Map is still in debugging stage <ul style="list-style-type: none"> ▪ Works locally but development server not done <p>Updates from User Testing</p> <ul style="list-style-type: none"> • Wahchun go through user testing results • Supposed to ask them to rank the UI of the features we coded <ul style="list-style-type: none"> ○ Find out which of the UI the users prefer most ○ Find out who are the 5 people ○ Is there something particular they liked? • Maybe can ask whether user will come back to use SingPath again after the UT • 'Facebook share' problems on development • Bug metric score points

- Based on our own assessment
- Should not ask users to test for our bugs
- **Unclear instructions**
 - Should be more severe than UI problems
 - Harder things to address
- **UI not intuitive**
 - Harder things to address
 - Client is not user
 - Client can tell us what he wants, but we need to tell him what users want
 - Can tell him what we learnt in IDP, users are important
 - Link back to demographics data
 - To support reason to change
- Might be better to explain heuristics with screenshots

Midterm discussion

- Will be helpful if our features are deployed by Midterms presentation
- Tournaments will hopefully be done by midterms
- Content – use same wordings as Prof Ben’s marking scheme
 - Stakeholders
 - Project scope/Overview
 - Need to provide ‘Motivation’ section
 - Help Client promote SingPath
 - Demo – role play
 - Follow story
 - Register schools on SingPath
 - Sign up for Events
 - Prepare for Events doing mastery coaching
 - Watch purpose driven
 - Mastery coaching
 - EngSen – Coach encourage coders
 - Wahchun – coder
 - Use Prof Chris research paper to show on role play, quote him
 - Purpose driven
 - Someone watching the video and do the survey after watching the video
 - Choose one video
 - Use the same quote from the mastery coaching
 - Events, School Map feature
 - Technical Complexities
 - Architecture diagrams
 - Component/deployment diagrams

- Local -> development -> live platform
- How are we migrating from one to the other
- Who is in charge of which
- What access do we have to the live
 - Different technologies used
 - Client, server, database
 - System architecture
- Specific algorithms based on certain complex situation?
 - Mentor assignment
- User Test
- X-Factor
- Project Management
 - Risk
 - Risks we have faced should be labelled as challenges
 - What risk we are predicting after midterms
 - Schedule/Timeline
 - Scheduled vs planned
 - Metrics
 - Schedule and bug
 - Change management
 - Client will be there
 - Don't paint it too bad
- Learning Outcomes

Demo of Events

- Showing Events page on actual SingPath website
- Some of the X-factors stuff:
 - Live and currently being run
 - Used by actual users
 - Being able to do this while handling issues with clients:
 - Clients change
 - Client broke codes

Action Items

Action Items	Assigned To
Insert screenshots to heuristics evaluation results	Wahchun
Follow the slides content structure based on minutes discussed above	Yousof, Shanaaz
Architecture diagram	Shanaaz

Prepared by,

Eng Sen

Vetted by,

Shanaaz

Business Analyst/Co-Project Manager