

Group Meeting 19 | Minutes

Meeting date | time 190918 | 1300 | Meeting location SMU SIS GSR 3-4

Meeting called by	Rizudin	Attendees
Type of meeting	Group Meeting	Rizudin
Facilitator	Rizudin	Al Faried
Note taker	Joel	Joel
Timekeeper	Martin	Martin
		Bernadine

AGENDA TOPICS

1. UAT 2 Faculty
2. UAT 2 Student

Time allotted | 1000 - 1130

Discussion Conversation

- **UAT 2 Faculty and Student**
 - UAT 2 Faculty Test Plan:
 - For the faculty, the dates are held from 18th to 20th September 2018.
 - The goals are:
 - i. Users should find it easy to navigate through the application
 - ii. Users should find the application aesthetically pleasing.
 - iii. Users should find the application design intuitive.
 - iv. Users should find the information on the web interface useful.
 - Bernadine will be printing the documents
 - i. Ensure that the consent form is printed out as well
 - We will be having multiple roles: Student and Instructor version
- **UAT 2 Faculty and Student**
 - UAT 2 Faculty Test Plan:
 - For the students, the dates are held from 21st September 2018.
 - The goals are:
 - i. Users should find it easy to navigate through the application
 - ii. Users should find the application aesthetically pleasing.
 - iii. Users should find the application design intuitive.
 - iv. Users should find the information on the web interface useful.
 - Bernadine will be printing the study task documents
 - i. Print out 1 hour before the UAT takes place
 - ii. To ensure
 - We will be having multiple roles: Student and Instructor version

- Remember to ask them to do the pre-questionnaire beforehand

Action items	Person responsible	Deadline
Prepare UAT documents	Joel, Bern, Rizudin	18 th Sept 2018
Print out the documents for faculty	Bern	18 th Sept 2018
Print out the documents for students	Bern	21 st Sept 2018

Key Takeaways for the meeting:

NIL

Minutes Recorder: Joel

Minutes Vetter: Martin

Minutes Approved: Rizudin