



INTERNAL MEETING MINUTES

Iteration No.	5
Meeting No.	3
Date of Meeting: (Day Month Year)	19 January 2014
Time: (hh:mm to hh:mm)	14:00 to 16:00
Venue:	SIS GSR 2.6
Meeting Chairperson	Tan Rui Jia Noelle

1. Meeting Agenda

- (a) Pointers covered during HE AAR
- (b) Post Heuristics
- (c) After Iteration Audit

2. Attendance**Name [Absent/Present]**

Bie Ya Qing [Present]

Low Wen Guang [Present]

Sebastian Kiran Joy [Present]

Tan Guo Hao [Present]

Tan Rui Jia Noelle [Present]

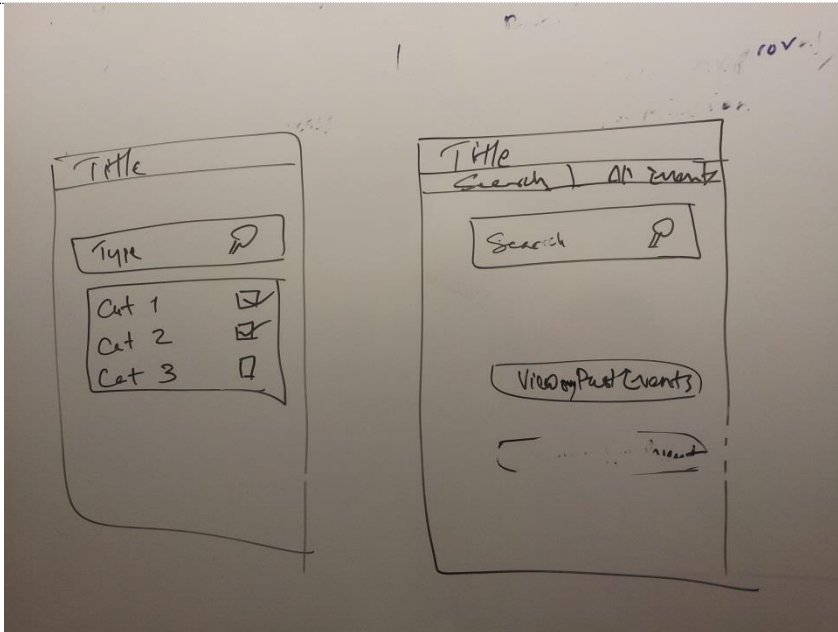
Victor Lee Hong Zhi [Present]

3. Discussed Content**Topic**

- (a) Pointers covered during HE AAR
 - a. Execution was a little messy



- i. Better planning is necessary for future testing sessions
- ii. Not all of us were clear with the app's UI – all should have clear idea of how things need to flow for all future testing sessions
- b. Run Through Evaluation
 - i. Web
 - 1. Event list: By date, not by category
 - 2. Grab questions from event category – populate a list of questions for each event category (welfare, seminar, music, default) expand category list
 - a. Seminar, Welfare, music, social science, technology, sports, business, economic, law, finance, marketing, charity, competition, children, camps, personal development, YOLO, cooking
 - 3. Sign up for entire event, register for one section. By default when sign up, is for all sections. If don't turn up, backend will uncheck
 - ii. Mobile
 - 1. Calendar date log
 - a. By Date: Problem → looks sparse with too little events
 - b. By Category: Problem → Looks sparse with too little events
 - c. By List → As per what others are doing.
 - 2. Forget Password – for future consideration
 - 3. Main page too messy



4. Naming Conventions for Menu/Side Bar
 - a. Talk → StrikeChat
 - b. Exchange Contact → Exchange Contact
 - c. Documents Library → Documents
 - d. Sign up → RSVP
5. Events Tags
 - a. Sport, Social, Technology, Welfare, Business, Law, Economic, Finance, Charity, Competition, Kids, Camps, Personal Development, Cooking, Household, Eating

(b) Post Heuristics

- a. Evaluation
 - i. Mainly UI issues for mobile and lack of orientation for web
- b. Heuristics Debugging
 - i. Web & Mobile: Completed based on sorted severity issues in collated excel sheet
- c. UT 1 SOP: Needs to have information sheet for evaluators (e.g. What time to report, what to bring, objectives etc.)

(c) After Iteration Audit



- i. Completed Functionalities
 - 1. Social Media Integration [Web and Mobile]
 - 2. Fill-In Registration Form [Mobile]
 - 3. UT1: 3 February (Monday after CNY)

4. Next Meeting	
Date of Meeting: (Day Month Year)	20 January 2014
Time: (hh:mm to hh:mm)	19:00 to 21:00
Venue:	SIS GSR 2.6

5. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)		
Description	Prepared by	Due Date
SOP Draft for UT 1	Low Wen Guang	20 January 2014

Minutes Prepared By Tan Guo Hao, Victor Lee Hong Zhi

Date 16 January 2014

Vetted and Edited By Tan Rui Jia Noelle

Date 16 January 2014