

AGENDA OF MEETING

Meeting Title	Combined Team Minutes
Date	31-07-2012
Start Time	1500
End Time	1700
Called By	Suriyanti
Venue	SIS GSR 2-4
Attendees	Yosin, Jek Bao, Glorya, Suriyanti
Objective	To assign task to each individual

PREPARATION FOR MEETING:

Please Read:	Please Bring:
-	-

ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1	Generate Algorithmic Cost	Jek Bao, Glorya		27/07/2012	On Going
2	Assign Task (Look Ahead)	Yosin, Minh		27/07/2012	On Going

AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Job Allocation for team while Jek Bao and Minh are away	Jek Bao, Yosin	31-07-2012
2	Update of client meeting result	Glorya	31-07-2012

MINUTES OF MEETING

Meeting Title	Team Meeting
Date	31-07-2012
Start Time	1500
End Time	1700
Venue	SIS GSR 2-4
Invitee List	Yosin, Jek Bao, Glorya, & Minh
In Attendance	Yosin, Jek Bao, Glorya, & Minh
Absent	-

DECISIONS:

No	Subject	Decision
1	Algorithmic Cost	Glorya will be coding the Algorithmic Cost. Jek Bao will be testing the Algorithmic Cost. Will use parameters to represent the costs instead of hard-coding the costs.

ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	-Comment the methods created -Fill up a file on the name of methods and the purpose of the methods created	All			
2	-Continue with Look Ahead, Greedy Algorithm -Prepare a list of methods needed and pass it to Jek Bao	Yosin			
3	Divide job (between testing and coding) on development of Algorithmic Cost	Glorya, Jek Bao			
4	-Revise Manage Airline Requirements based on discussion made with client -Update iteration on wiki -'Data is saved successfully' validation check - MAC Cost needs Supper? -Prepare acceptance presentation slides	Suriyanti			
5	-Code for Manage Airline Requirements' Bootstrap functions - Update the database structure - Code to ensure that each airline record has 0-1 or 1-0 condition in Airline Requirement list (for counter and gate departure) -Clear the error and success messages if the bootstrap file is currently being processed -Create javadoc commenting convention (API)	Minh			
6	Find out from client; 1. For all day counter open hours, what is the minimum number of CSO & CSA needed when no overlap or flight exists 2. What is the duration of ALL DAY counter open? How many hours?	Suriyanti			
7	Add HOME button to Manage Airline Requirements	Suriyanti	Check with Minh		
8	Prepare a batch file for client to test run	Jek Bao			

CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description

NOTES:

Prepared by,

Suriyanti

Vetted and edited by,

Glorya