

FYP Meeting on 28/11/2023 - Meeting Minutes Notes

Dear. Dr Lilit,

I wanted to follow up our recent supervision meeting that took place on the **28/11/2023** at **13:30pm - 14:00pm**. As promised, I have created a meeting minute to summarise what we have discussed so far in the meeting. Please find below a summary of the meeting minutes.

What we have discussed so far during the meeting.

Progress in background research and changes applied according to feedback that was given by Dr. Lilit on using tables for highlighting features that are supported by each existing mobile application, and including footnotes for including reference to the mobile applications web page links.

Begin to start writing up the next chapter of the report which is requirements analysis.

Identifying the requirements from the background research and from knowledge elicitation activities, prioritising requirements using MoSCoW.

Begin to start designing wireframes for the mobile applications.

What actions have been done

Dr. Lilit:

Stated that I should now focus on the next phase which is the requirements analysis, and design (if possible to do so along with identifying and prioritising the requirements) before beginning with the development phase.

Myself:

Background research is completed.

Knowledge elicitation activity is now complete, and responses have been analysed for each question that was asked in the interview.

Responsibility

Myself

Start identifying the requirements for the eye health application.

Prioritise the requirements using MoSCoW.

Begin writing the next chapter of the report.

Begin designing the UI of the mobile application using Wireframes. I am deciding to use Microsoft PowerPoint for creating the wireframe designs.

Start researching the platforms and tools for developing the application, though it has been already done in the background research, compare the technologies and tools, and make a selection of platform and tools and then justify why I am using the following platform and tools.

What we have agreed to

Not to rush completion of the progress report as a date will be negotiated between myself and Dr. Lilit.

Before even making start writing the main body of the next chapter provide an introduction for the importance of the following sections and why, though it should be brief not in-depth since it is the opening of the chapter.

Begin identifying the functional requirements of the application, as well as non-functional requirement though the non-functional requirements does not have to be a long list as the functional requirements.

What actions need to be done

Myself

By the end of this week, I should begin making a start in identifying the functional and non-functional requirements.

Make a start comparing the tools, and perform selections and justify why.

Prioritise the requirements using MoSCoW.

If possible, design a first draft of the wireframes.

Thank you very much for the meeting, and for taking your time reading this e-mail. I am looking forward to seeing you next week.

Kind Regards,
Ibrahim Ahmad