**Meeting Minutes**

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| **Subject** | | | | |
| Group Meeting 6 (Lab 2) | | | | |
| **Date, Time (duration) and Venue** | | | | |
| ·         11 September 2021 6:00pm – 8:00 pm  ·         Microsoft Teams | | | | |
| **Attendees** | | | **Non-Attendees** | |
| · Anil Ankitha  · Chan Shao Jing  · Chong Yow Lim  · Lionel Wong Zhi Neng  · Low Jin Teng Jackson  · Ng Chi Hui  · Zachary Varella Lee Zheyu | | |  | |
| **Chaired by: Chan Shao Jing** | | | |  |
| **Last meeting minutes have been reviewed** | | | | Yes |
| **Progress Updates** | | | | |
| **Task** | **Problem/Issue/Progress** | **Solution/Action** | | **Taken by & deadline** |
| **Task1** | Update on Prototype | Zachary and Ankitha showed the team the UI they have came up with for the prototype.  The team agreed that it looks good and thanked them for their hard work. | | Zachary & Ankitha / 11 Sep 2021 |
| **Task2** | Update on Deployment Requirements Diagram | Zachary and Lionel referred the team to the SRS where they have updated the Deployment Requirements Diagram.  Ankitha commented that the diagram looks good and correct. | | Zachary & Lionel / 11 Sep 2021 |
| **Task 3** | SRS Update | For the Login portion, Chi Hui suggested that we can use Gmail for the user login.  Zachary and Lionel countered that not all our users may have Gmail accounts, especially IOS users and we should just allow them to use any generic email.  Chi Hui also commented that the formatting of the SRS looks weird, and the team have made the necessary adjustments.  Ankitha asked that for the Forgot Password portion, what was the rationale for the system to create a new password for the users instead of them setting it themselves.  Zachary and Chi Hui explained that the rationale was to make it simpler as we can avoid the verification process where users have to click on a link in their email which redirects them back to our app.  Ankitha explained that she has experience with that and using a link may be better and more secure than sending a random generated password. Considering that our target audience is the elderly who may forget their password often, letting them set their own password would be easier as well. Ankitha sent a link to the team on how we can implement this function.  The team has agreed to change the functionality and make the appropriate changes to our use case.  The team discussed whether we should have a settings button as we only have the logout and forgot password functions.  Ankitha suggested that we can use two buttons instead of having a settings page.  Shao Jing explained that it will look weird to have a forgot password button in our main interface and it is better to have it in settings.  Zachary mentioned that we should keep the settings page for now as we will most probably come up with more things to include in the future.  The team has agreed to keep the settings button as it is. | | Team / 11 Sep 2021 |
| **Task 4** | Medication Reminder System | The team discussed whether the medication reminder system should be an alarm system or notification system.  Jackson highlighted that a notification system may easily be missed out as users may silent their phones.  Shao Jing highlighted that having using an alarm may be disruptive to their lives if they are working or in a meeting. We also do not want to promote over-reliance on the app as it is only meant to be an aid.  Zachary and Jackson agreed that implementing an alarm system would be harder as compared to a notification system.  After considering the pros and cons, the team decided to stick with the notification system. | | Team / 11 Sep 2021 |
| **Task 5** | Quality Plan | The team agreed that the contents of the quality plan is sufficient, but the formatting of the document has to be adjusted.  The team made the necessary changes and agreed that we should conform to the quality plan throughout the project. | | Team / 11 Sep 2021 |
| **Task 6** | Submission of Deliverables | For each of the deliverables, one team member will download and format the document before uploading it onto our team Wiki.  Shao Jing – SRS  Yow Lim – Quality Plan  Zachary – Updated Use Case Description  Shao Jing will follow up with uploading it onto the SVN. | | Team / 11 Sep 2021 |
| **The next meeting will be held** | | | | Monday, 13 Sep 2021, 6:00 – 8:00pm |
| **This minutes have been agreed by all attendees** | | | |  |