

Date

19 Mar, 2025

Participants

- Man-Hua Chu
- Sangmoon Han
- Po-Yun Hsiao
- Jim Hsiao
- Yu-Tse Ling
- Soyeon Park

Goals

- To understand the details of the project and start planning the tasks for each sprint

Agenda Items

- Introductions: Get to know each other better (5 min)
- What are you hoping to accomplish during our time together? (10 min)
- How do you measure success? (10 min)
- What do you need the most help with right now? (10 min)
- Plan out how we'll work together in the next coming months (10 min)
- Questions (5 min)

Discussion topics

Item	Notes
Project overview/scope	<p>A high-level overview of the project and its goals</p> <ul style="list-style-type: none"><li>• Build a mobile platform that users would love to study on</li><li>• Achieve efficiency, effectiveness, and excellence</li></ul> <p>The primary audience of interactive textbook</p> <ul style="list-style-type: none"><li>• Students</li><li>• Dentists</li><li>• Lecturers</li></ul> <p>The current progress of the project</p> <ul style="list-style-type: none"><li>• 5 chapters had already been added to the textbook</li><li>• The mobile view seems laggy and slow</li></ul> <p>Reason for developing the project</p>

	<ul style="list-style-type: none"> <li>• Reduce time spent through traditional learning methods</li> </ul>
Expected deliverables/outcome	<p>The key features and functionalities expected</p> <ul style="list-style-type: none"> <li>• Prioritize mobile over desktop devices</li> <li>• Add 3 more chapters to the textbook (content mostly includes videos)</li> </ul> <p>Performance or usability expectations, (load times, real-time interactivity)</p> <ul style="list-style-type: none"> <li>• Users can read the contents of the interactive textbook without lags</li> </ul>
Timelines	<p>Milestones within the next month:</p> <ul style="list-style-type: none"> <li>• Find out how the platform could improve in performance and efficiency</li> <li>• Find out errors in the current version</li> <li>• Figure out how to collect feedback/analytics from users (Satisfaction, engagement, etc.)</li> </ul>
Communications throughout the year	<p>Key contacts to communicate with</p> <ul style="list-style-type: none"> <li>• Please contact Dr. Shazia through email directly. Mostly available on Wednesdays and Fridays, not Mondays</li> </ul>

### Action items

- Identifying errors in the current program - Assigned to: everyone - Due by: 26 March
- Identify inconvenient aspects from a usability perspective - Assigned to: everyone - Due by: 26 March

### Decisions

- Define the scope of the project, focusing on usability improvements and adding data analytics features
- Establish main communication channels, methods, and date