

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

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

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