

**Team éXi**

Meeting Minutes

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| Subject | Client Meeting Minutes 02 |
| Date | 29 July 2018 |
| Time | 14:30 – 16:00 |
| Venue | Stepping Stones Learning Centre, Bukit Panjang Branch |

Attendees

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| Name | Attendance |
| Moh Moh San | Absent |
| Riana | Absent |
| Tang Hui Xin | Present |
| Thet Thet Yee | Present |
| Loo Wei Hua Shawn | Absent |
| Zang Yu | Present |
| Adam (Stepping Stones Learning Centre) | Present |
| Ben (Stepping Stones Learning Centre) | Present |

Meeting Agenda

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| Agenda |
| 1. User Testing with the implemented functionalities   Summary of Discussion   * Had the client (Adam and Ben) to try out the following implemented functionalities:   + - * + Login         + Tutor Management         + Student Management         + Schedule Creation * The clients had also given feedback on the functionalities and the overall UI design which is recorded in the User Testing results. |
| 1. Discussion of current project scope   Summary of Discussion   * Due to the concern highlighted by supervisor regarding the maintenance of the mobile application after the project is completed, we reflected the issue to the sponsor and discussed with them the possible routes we could take in terms of project direction. * The client decided to drop the mobile application due to concerns of maintainability and instead decided to opt for web responsive web applications. |
| 1. Discussion of deployment platform   Summary of Discussion   * The team recognizes that the information and data stored in the web application is highly confidential and hence the team hopes to implement the application on a secure server instead. * After much discussion, we have decided on Jelastic Cloud as the platform for deployment due to its cost effective pricing model and security features. |
| 1. Adding of new requirements   Summary of Discussion   * The client hopes to open up the web application for access to the students and parents. * The client hopes to implement a reward system for the students in hopes of providing incentives for the students to study harder. |

Action Items

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| Action | Member Responsible | Due Date |
| UI Updates according to the feedbacks made by the client | Moh Moh San, Zang Yu | 2 August 2018 |

The meeting was adjourned at 4:00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared By,

Thet Thet Yee

Vetted and Edited By,

Zang Yu