

# MINUTES OF MEETING 1.

Date: 26/07/2018

## PARTICIPANTS:

**Supervisor:** Alessio Bonti

**Team Lead:** Oanh Nguyen

**Designer:** Poojitha Chowdary Yadlapalli

**Developer F:** Insha Khowaja

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## APOLOGIES

**Developer F:** Nagaraju Soma

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## ABSENT

**Developer B:** Aishwarya Thota

## AGENDA:

- The distribution of roles and responsibilities.
- Regular and Recurring Meeting.
- Upskilling- Has everyone looked at the pack and made a start?
- Getting the clear Vision of Client's requirements
- Problems

## MEETING

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### THE DISTRIBUTION OF ROLES AND RESPONSIBILITIES.

Oanh Nguyen – Team Lead

Role is to

- Provide leadership to team
- Documentation

Poojitha Yadlapalli – Designer

Role is to

- Design the widget interface and mobile app

Insha Khowaja – Front End developer

Role is to

- Work with backend developer

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#### REGULAR AND RECURRING MEETING.

Ensure the team meets regularly without supervisor. Suggestion is weekly via skype on a Saturday morning. Oanh to create a recurring meeting request.

Alessio will consider supervisor meetings be held online also to accommodate people's schedules.

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#### UPSKILLING- HAS EVERYONE LOOKED AT THE PACK AND MADE A START?

Everyone at the meeting has made a start with the upskilling that is required for this unit.

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#### GETTING THE CLEAR VISION OF CLIENT'S REQUIREMENTS

Alessio Bonti – Supervisor and Business representative walked the team through the project.

#### Summary:

- Hive is a platform for both Doctors and patients
- It is software as a service.
- Web-based application utilising widgets.
- Aim is to explore the suitability of the build in this iteration
- Create a prototype and think about what is possible
- Key features for MVP (minimal Viable product)
- Base on Twilio which a known platform for SMS program is calls and video chatting
- Create a system for video chatting
  - How does it work
  - Capabilities
  - Track how much time a call takes
  - Record video transmissions
- Mock up a payment system/ User DB
  - Consider how we can bill?
    - What type of modelling?
      - Patient buys credits and then the app charges based on credit?
      - Does the platform pay the doctor and the platform gets a kickback?
- Booking facility
  - Should be the last component because it's the simplest
- Explore what is already out there to prove the technology.
- Keep the login basic
- Ability to add prescriptions (?)
- Generic enough to be used for all types of similar services

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## PROBLEMS

Not all team members are actively engaged in the project and do not make sufficient effort to participate.

Action for Alessio to speak/contact team members

## ACTION ITEMS

### For the whole team to do:

- This first iteration will be about research and gathering information regarding the “competition”. Products out there that are similar but may not necessarily be the same.
- What do they provide?
- How do they provide it?

### Oanh

- Continue with Upskilling
- Document Meeting
- Document Research findings from self and from the group and provide this in a logical point (SharePoint) and share via Slack
- Create skeleton documents which will be the start of the group portfolio
  - PowerPoint
  - Report

### Poojitha

- Continue with Upskilling
- Gain insight to different styles of design via “Pinterest” and other media
- Share any research resource to Team Lead
- Start mocking up app

### Insha

- Continue with Upskilling
- Work with Poojitha with respect to design
- Collaborate with Alessio for balanced back end front end work