Grizzly Badgers IS480

**Internal Meeting 2**

Date: 17 Oct 2016

Start Time: 1930H

End Time: 2205H

Location: SOE SR 3-2

**In-Attendance**

Abdul Shahid

Aloysius Lam

Christopher Teo

Friedemann Ang

Jason Wu

Yu Zheng Yuan

**Agenda**

1. Update on personal progress of C# learning
2. Visitor Online Self-Registration Process
3. Visitor Assisted Registration Process
4. Visitor Temperature Taking & Screening Process
5. Assisted Registration / Screening Counter Setup
6. Allocation of Tasks
7. AOB

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| Minutes |
| 1. **Update on personal progress of C# learning**   Shahid has recommended resources to facilitate the team’s usage of C#.   * Team is comfortable with developing back-end functions as it is similar to Java. * Team will need practice to be familiarized   Shahid and Aloysius will be in charge of the Front End development as it utilizes AJAX which they are comfortable with.  The members of the team will focus on database, back-end and other administrative tasks. |
| 1. **Visitor Online Self-Registration Process**   (smooth scenario)  Visitors will be allowed to register online. Visitors will simply need to URL to be directed to the registration page. They will register with their personal particulars, and visit details, then answer the screening questions.  The system will verify that the information is correct based on whether the visitor is visiting a patient in AMKTHKH or other locations in the hospital.  The system will either accept the registration or reject it. (accepted registration is interpreted as a saved registration form) |
| 1. **Visitor Assisted Registration Process**   (smooth scenario)  If the visitor’s registration is rejected or if the he did not register online, he can proceed to the assisted registration counter.  The form fields and format will be the same as that of the online self-registration.  There will be an additional field for temperature which the nurse can fill in.  Once assisted registration is completed, the visitor’s registration and visit is approved. |
| 1. **Visitor Temperature Taking & Screening Process**   (smooth scenario)  Upon arriving the hospital and with an approved online registration, the visitor will proceed to the screening counter. He will scan his NRIC barcode and his registration form will appear.  The nurse will check his temperature and key it into the system. The nurse will remind the visitor to check his form’s data accuracy. Upon completion, his visit will be approved.  If the visitor has registered at the assisted registration counter, he does not need to be screened at the screening counter.  A pass will be printed for the visitor upon approval of his visit. This pass can be used for visits during the day. |
| 1. **Assisted Registration / Screening Counter Setup**   (smooth scenario)  In order to set up the assisted registration or screening counter, the nurse will have to log in to the VMS. He will be able to select the function accordingly and switch functions in the click of a button.  The nurse’s credentials will be according to his email address ID, preceding the ‘@’. As the VMS does not link to any HRMS, staff can set a different password. He will also be allowed to reset the password if required. |
| 1. **Allocation of Tasks**   Visitor Online Self Registration, Assisted Registration, Temperature & Screening   * Aloysius * Friedemann * Zheng Yuan   Checkpoint setup   * Shahid * Jason * Christopher   To refer to GIT for functional specs and process flows.  Follow up on updates from Prof Ben regarding proposal  Follow up on updates from AMKTHKH regarding VMS solution  Functional specifications and process flows   * Christopher * Zheng Yuan |
| 1. **AOB**   Shahid reminded the members to continue looking up on C# despite other school projects and classes. |

Minutes Recorded by:

Friedemann Ang

Minutes Vetted By:

Christopher Teo