Date: 1st October 2015

Time: 3.30PM – 8.30PM

Venue: SMUX Labs 2-2

Attendees: All

Agenda:

* Iteration 2 Research, Diagrams, UI (4 Hours)
* PM Review Presentation Slides Review and Rehearsal (1 Hr)

The following was decided after much discussion:

**Planning for Iteration 2:**

* We went through the SDs for Iteration 1 and 2 functionalities (login, bootstrap, basic app usage report and top-K report, smartphone overuse report). Further updates will be done on Iteration 2 SD.
* Algorithm on how to do each task was discussed
* UI on how to present the data for each report was also discussed

**PM Review Presentation Slides Review and Rehearsal**

Remy will be the one to present tomorrow for PM Review.

Learning points from Iteration 1:

* Track the wiki page regularly to account for changes immediately.
* Currently, we only realised the bootstrap JSON change (Latest revision as of 00:33, 1 October 2015) only after we officially started Iteration 2. We should have known of this change before we commence on Iteration 2 and set a PP task within the iteration.

Qn: Why did we not drop functionalities, even though the iteration one has been delayed by 3 days and metrics has gone so low?

We still have 5 buffer days, and according to mitigation plan, we will only drop functionalities, if schedule matrix goes lower/ we have insufficient buffer days

Qn: Why does your team not resolve the bug now, given the bug metrics rated 2 and you guys are feature-boxers?

We do not think that the current bug need be resolved immediately, as the value is quite low.

Qn: Why Iteration 6 occur after buffer?

Our buffer days are planned up to UAT. Iteration 6 is meant to resolve bugs that is found during the UAT.

The meeting was adjourned at 8.30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Tang Shing Hei

Vetted By,

Remy Ng