

SPONSOR/CLIENT MEETING 2

Date	20 August 2014
Time	10:00am to 11:00am
Venue	Ngee Ann Poly
Attendees	Andrew Tan (Sponsor) Michelle Koh (Client) Gladys Khong Zhi Xuan Khoo Hui Ping (Grace) Ngow Wei Yi Tan Shi Qi
Absentees	nil
Agenda	<ol style="list-style-type: none"> 1. Introduction of Team Members 2. Get to know more about the detailed process of the lessons 3. Business Requirements of the System 4. Users of the System

AGENDA

No.	Task	Follow up
1	Introduction of Team Members	NA
2	Get to know more about the detailed process of the lessons <ul style="list-style-type: none"> • System to be used in the simulation centre where students role-play as nurses to go through various case scenarios • Students will be given hardcopy cases • Students analyse cases and administer care in groups of 4 or 5. Students handle cases and patients in groups. Group 1 15 mins then handover to Group 2 for another 15 mins (so on and so forth) • Class contains about 20 students. • Lesson conducted every week for 2 hours. • 1 room 1 patient. • Patient condition evolves. • Depends what student do, investigation result come back, lecturer populate heart result. • Every case is unique and has a storyboard for the patient • No need for individual student login, but wants to have at least 10 nurse accounts for flexibility 	<p>Shi Qi to obtain case study, reports, casefile (for students), case studies from Michelle.</p> <p>Shi Qi to find out from Michelle when is she free to allow us to observe the lessons.</p> <p>Team to analyse case studies</p> <p>Grace to make necessary amendments for use case diagram.</p>
3	Business Requirements of the System <ul style="list-style-type: none"> • Customized system such that it is able to facilitate different kind of case scenarios to aid the students' learning experience • The relevant reports should be available in the HS EMR when the students dispatch (request) it in the system <p>Students should be able to do the following with the system:</p> <ul style="list-style-type: none"> • Enter notes while administering care 	Team to draft Business Requirements Document.

	<ul style="list-style-type: none"> Request for reports in the system View patient's information <p>Michelle wants the system to be named HS EMR (Health Sciences Electronic Medical Records).</p>	
4	<p>Users of the System</p> <ul style="list-style-type: none"> Nurse (Students) <ul style="list-style-type: none"> Do not need individual student accounts. Generic Nurse 1 to Nurse 10 account is sufficient Lecturers <ul style="list-style-type: none"> Lecturer account <ul style="list-style-type: none"> Activation and deactivation of each cases View student's submission Administrator account: <ul style="list-style-type: none"> Creation of new users, cases, medicine etc 	Grace to make necessary amendments use case diagram

The meeting was adjourned at 11:00 am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,
Wei Yi

Vetted by,
Tan Shi Qi