

SUPERVISOR MEETING 3

Date	19 January 2014
Time	4:30 pm – 5:00pm
Venue	Meeting Room 4-6
Attendees	Gladys Khong Zhi Xuan Jocelyn Ng Khoo Hui Ping (Grace) Ngow Wei Yi Tan Shi Qi
Absentees	nil
Agenda	<ol style="list-style-type: none"> 1. Progress Updates 2. Deployment 3. User Testing 2 4. Change Management 5. Beta Release 6. Project Management 7. Mid Terms

AGENDA

No.	Task	Follow up
1	Progress Updates <ul style="list-style-type: none"> • Current iteration 7, team is on time, no delay <u>Demonstration</u> <ul style="list-style-type: none"> • Reset all cases • Reset by lecturer • Case setup <u>OCR Case Setup</u> <ul style="list-style-type: none"> • Client receptive of the idea • Plan to integrate with the system <ul style="list-style-type: none"> ○ Prof Debin commented that it would be better to integrate than a separate application. 	N.A.
2	Deployment <ul style="list-style-type: none"> • The team deployed to NP Machines on 15 January 2015. <ul style="list-style-type: none"> ○ The NP machines that the team deployed to were existing machines and hence we faced certain problems when deploying ○ Problems faced: there was existing wamp, unable to use with our apache. Hence requires reinstallation. ○ The computers could not install apache because there were no java JDK installed, there were no error messages for this, 	N.A.

	<p>hence we took a long time to find out the problem</p> <ul style="list-style-type: none"> ○ We deployed onto apache tomcat server and used wamp for mysql <p><u>Frequency of Deployment</u></p> <ul style="list-style-type: none"> • Prof Debin asked about how often we deploy to the machines and if we do it locally. • The team has access to the machines as long as the machines are not in used by NP. Deployment is done at NP. 	
3	<p>User Testing 2</p> <ul style="list-style-type: none"> • User Testing is done at Ngee Ann Polytechnic, School of Health Sciences • User Testing will be conducted with the deployed machines • It will be done with existing students taking Medical Informatics • Prof Debin advised the team to consider the following when designing the user test <ul style="list-style-type: none"> ○ Concurrency of users ○ Mimic the environment or scenario which the lecturer and student will interact in the system 	Gladys to ensure that the study tasks given mimics the environment where lecturer and student will interact via the system.
4	<p>Change Management</p> <ul style="list-style-type: none"> • Throughout the client meetings, the client did request for changes • Team took up Prof Ben's advice during acceptance and implemented change management • So far, client has made a few changes and the team has evaluated and accepted the changes 	N.A
5	<p>Beta Release</p> <ul style="list-style-type: none"> • Student's functions fully functional and deployed • Purpose of it is to account for the changes after UT2 <ul style="list-style-type: none"> ○ Prof Debin mentioned that we are on track 	N.A
6	<p>Project Management</p> <ul style="list-style-type: none"> • Mobile application still in discussion with client • Considering to do a responsive web application instead <ul style="list-style-type: none"> ○ Prof Debin commented that if the client is happy to drop mobile app then do responsive application • Issues that team face is that we may not be able to do testing with students if responsive application <ul style="list-style-type: none"> ○ Prof Debin advised the team to push the responsive web application earlier in the iteration if client is okay with it, so that we can test with the students 	Shi Qi to confirm with Michelle ASAP regarding the responsive web application.

7	Mid Terms <ul style="list-style-type: none"> • Prof Debin mentioned that we can sit in any midterm presentation and he has no suggestions as we do not have the same sponsor as any team • Client and sponsors schedule is not out yet, hence unable to determine if they are able to come 	Shi Qi to check with client and sponsor two weeks before midterm presentation to confirm if they are able to come down.
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The meeting was adjourned at 5:00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Grace

Vetted by,

Shi Qi