Supervisor Meeting Minutes 3

|  |  |
| --- | --- |
| **Date:** | 23/08/17 (Wednesday) |
| **Time:** | 4.00pm |
| **Venue:** | Prof Xiong Jie Office |
|  |  |
| **Attendees:** | Yi Xuan, Yu Xuan, Sheryl, Jeremy, Clarissa, Hui Yan |
| **Agenda:** | 1. Supervisor Introduction 2. Team & Client Introduction 3. Team Progress Update |

**1. Supervisor Introduction**

Prof Xiong Jie gave a self-introduction and mentioned that he will be the supervisor of about 4 teams for FYP this round (including ourselves). Prof also shared FYP grade expectations and mentioned that because we have a total of 6 members, expectations may be slightly higher. Prof also emphasised equal importance in coding as well as presentation.

**2. Team & Client Introduction**

Yu Xuan introduced the team members and our respective roles. He also went through our client profile and justified the reason why we chose to work for the brand Highlander London. Yu Xuan also clarified that our client is based in Singapore and is intending to open around 5 physical stores in Singapore by the end of this year although most the client’s businesses are in China.

**3. Team Progress Update**

Yu Xuan went through the acceptance slides with Prof Xiong Jie and did a demonstration for both the ecommerce site as well as the admin portal. The team also answered questions posted by Prof as follow:

1. Why don’t the client choose an off-shelf ecommerce site instead?
2. How will the VR be used?
3. Any technical difficulties faced?
4. Why female clients of that age range?

Prof Xiong Jie mentioned the importance of having realistic x factor goals that are not easy but achievable. He also mentioned that the team can have multiple x factors including the use of VR.

The meeting was adjourned at 4.40pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Yi Xuan

Vetted and edited by,

Yu Xuan