Supervisor Meeting Minutes 5

|  |  |
| --- | --- |
| **Date:** | 18/09/17 (Monday) |
| **Time:** | 5.00pm |
| **Venue:** | Prof Xiong Jie Office |
|  |  |
| **Attendees:** | Yi Xuan, Yu Xuan, Sheryl, Jeremy, Clarissa, Hui Yan |
| **Agenda:** | 1. Progress Update 2. Supervisor’s Feedback 3. Future Functions 4. Subsequent Meetings |

**1. Progress Update**

Prof noted that we have completed 80% and ask if VR is easy. Yu Xuan mentioned yes but we are confident of achieving it. According to our project schedule, we also have sufficient buffer time. Hence, we are not lagging behind.

**2. Supervisor Feedback**

Fonts are too small for cart, order summary and the breadcrumbs. Prof Xiong Jie suggest to us to increase our font sizes. Especially since we are presenting on the projector screen. Prof Xiong Jie question if shipping addresses can be saved and Yu Xuan explained that it can be as long as the customer clicks on the checkbox to save the address. For the search of country, it would be better if customers can type the first letter to fast forward to countries that starts with ‘P’, instead of scrolling one by one. Prof also suggest that we implement a promo code function and Yu Xuan shares that we will be looking into it.

The team also showed the current stripe payment which is linked to customer’s bank account. Prof Xiong Jie suggest for us to show a real transaction of $1, out of the sandbox mode, to show that the function really works (for finals). Prof Xiong asks if we have changed our x-factor and Yu Xuan shared that we will be sticking to 10 transactions worth $4k and being the first VR retail store in Singapore. Yu Xuan talked about the pop up for the external link to third party courier Tech point (API). Prof Xiong Jie ask if it’s a 10 secs update, Yu Xuan said it should be real time but we are still facing some bugs.

Prof Xiong Jie suggest that we can improve the communication channel for customers and client with a simple drop a message function by enhancing our current Find Us page.

**3. Future Functions**

The team updated Prof Xiong Jie on what we intend to implement for google analytics and he suggested that it must be integrated with the admin dashboard else it is less impressive as many teams are implementing Google Analytics as well. On top of that, the team should not just focus on Customer analysis and should also explore product analysis (most clicked/most purchased/..)

The team should consider using algorithms from research paper and justify the use. Prof Xiong Jie also mention that it would be more impressive if Conversion Funnel on Google Analytics can be implemented.

Prof Xiong Jie also asked on what is our contribution to VR, is coding required or just purchase a machine? Yu Xuan explained that it is not just purchase and use and we need to do something new.

Prof Xiong Jie explains that it is important to emphasize that we do not require customers to own this hardware at home but rather it is because the client is unable to display all the products in store so VR will really value adds the client.

Reviewers may be concerned about the security of implementing a promo code system.

**4. Subsequent Meetings**

Next meeting will be a rehearsal for mid-terms. The team needs to send Prof Xiong Jie our midterm slides 1 day before the meeting and practice in advance. Prof Xiong Jie is next available on 4, 5 & 6 October 2017.

The meeting was adjourned at 6.30pm. 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