**Minutes for Supervisor Meeting 2**

**Date**: Wednesday, 14/010/2015

**Attendees**: Jeremy, Nabilah, Shu Wen, Zhi Hui, Darren Tay[PM]  
**Time**: 3:30pm – 4:10pm

**Venue**: SIS MR 4-6

**Agenda**

1. Iteration Schedule
2. Critical Path
3. Task Metrics
4. Bug Metrics
5. Deployment

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| S/N | Agenda (In details) | Brief Details: | Action By: | Due Date |
| 1 | Iteration Schedule | Our current situation is behind schedule. Even thou our metrics shows that its between (50%-90%) | All | - |
| 2 | Critical Path | 1. Rename Buffer time to slack time in the individual iteration. 2. There should be lesser slack time for first pair in iteration3. Should have pushed the bootstrap json/bootstrap debugging to another pair so we can optimize resources. 3. Testing and debugging of basic app is dependent on each other. Not really a parallel path | PM | 23/10 |
| 3 | Task Metrics | For current iteration figures, Based on today task and metrics. 7.14% is not a useful figure. | All | - |
| 4 | Bug metrics | Need to split by iteration  So we know the start and end value for the bugs metrics in each iteration  We just need metrics and action taken by pm in the metrics  Have a log that show bugs score before the iteration starts and at the end of the iteration | All | - |
| 5 | Deployment | 5 minutes is too slow for deployment. Can be faster | All | - |
| 6 | UI | The input date format should be dd/mm/yyyy | Respective functions pair | - |

The meeting was adjourned at 4:00pm. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by,

Nabilah

Vetted and edited by,

Darren Tay