**Minutes of Meeting held on 09 May 2011**

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| **S/N** | **Members Present** | **Remarks** |
| 1 | Maung Tin Kyaw Oo |  |
| 2 | Tran Ba Tien |  |
| 3 | Koh Ming Jin |  |
| 4 | Junaith |  |
| 5 | Chang Parkk Khiong Alvin |  |
| 6 | Phyo Phyo Lwin |  |
|  | **Members Absent** |  |
|  |  |  |
|  |  |  |

**Issues from last meeting**

| **S/N** | **Issue** | **Details** | **Action** | **Remarks** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 1 | Scope too big | During the presentation Swarna mentioned that the scope of this project is too big for the team | - | It was mentioned by Swarna during the presentation on 09 Apr 11 | - |
| 2 | Data Migration / Domain Expert | Dave asked about Data migration as well as if we have any any Domain expert for this project | - | It was asked by Dave during the presentation on 09 Apr 11 | - |
| 3 | Analysis | During the presentation Dave asked Tim about Analysis | Tim | Tim replied that it is done during the Requirement Specifications | - |
| 4 | Gantt Chart | Dave asked to show Gantt chart | Tim | Tim will be creating it | - |
| 5 | Use case modelling | Dave asked if we have started use case modelling. | Tim | Tim replied that we are behind schedule | - |
| 6 | Use case modelling survey / programming | Dave asked Tim when can Use case modelling survey and programming be finished | - | - | - |
| 7 | Programming | Dave asked Tim if customer asked him to finish programming early. | Tim | Tim told Dave that we have realised that we are behind schedule | - |
| 8 | Integration | Dave asked Tim when will integration be done | Tim | Tim replied that it will be done during system testing. | - |
| 9 | Data migration | Dave asked if everyone is going to do Data migration | - | - | - |
| 10 | Allocation of tasks | Dave suggested that 4 of us do use case modelling while the other 2 do UI prototyping | - | - | - |
| 11 | Development  Platform | 1. Leonard asked why we chose .Net while many open source are available 2. Howard suggested that Java is better | - | - | - |
| 12 | Project’s purpose | Tim told the evaluators that the main purpose of the project is for time capturing and monitoring the whereabouts of the cylinders. | Tim | - | - |
| 13 | De scoping | Dave and Howard suggested to de scope the project |  |  |  |
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**Current Issues Discussed**

| **S/N** | **Issue** | **Details** | **Action** | **Remarks** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 1 | UCRR | Task is assigned for each member to create UCRR during this meeting. | - | Below is the breakdown | - |
|  |  | *UC Model Survey & Class Diagram* | *Tim* |  | - |
|  |  | *User Interface Prototype* | *Tin Kyaw oo* |  | - |
|  |  | *UCRRs for Department Manager* | *Alvin* |  | - |
|  |  | *UCRRs for Operation Manager* | *Roger Koh* |  | - |
|  |  | *UCRRs for Worker and Accountant* | *Phyo Phyo Lwin* |  | - |
|  |  | *UCRRs for Sales Staff and Employee* | *Junaith* |  | - |
| 2 | Class Diagram for UCRR | Tim provided the team with the class diagram necessary for the UCRR. | Tim |  | - |
| 3 | Designing UCRR on paper first | Alvin suggested that we design the UCRR on paper 1st then combine all at one shot using Rose. | Alvin |  | - |
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