Client Meeting Notes #5 (May 9)

Aims

- Show the first prototype to the clients
- Get feedback from them

Chat Log

- Hiraani, Charlotte and Ashley are the clients attending the meeting
    - Anna and Rebecca are unable to attend the meeting
- Saacha walks them through the training modules and the welcome page
    - Shows them the sweep task and walks them through the UI
    - Shows them the recipe section and how similar it is
    - The clients say it's easy to follow and to use, they like the clean look, not overwhelming with information
- Hiraani asks about the progress with the application and about the final presentation (*June 5th, 11:00AM, at Uni*)
- Zainab walks them through the support side
    - Shows them the trainees and their profile (*used Daniel as an example*)
    - Shows them the evaluation section
    - Mentions that they can switch trainees
    - Hiraani asks to be walked through the entire evaluation process
    - Zainab mentions that we're currently working on it
    - The evaluation is not a one-off
        - Our proposed answer is to keep a counter on the times they're evaluated (*need to re-do*)
        - They want us to re-do how to keep track of the evaluation
            - Done in a session basis
            - In a table format (*how they used to do manually)*
            - Don't want a progress bar, need to be able to see how they've done
            - Never complete
            - The percentage is a judgement call (from the support), can use emojis for the grading system (*using the keys in the document*)
            - Put more detail onto what they actually do for each task
            - Brought up splitting the notes by task (*still in the process of doing*)
            - Charlotte wants the history of the task notes
            - Wants to move the trainee notes above the task notes

    - Wants to put the name of the trainee at the top of the page
- Nat explains how the authentication side is supposed to work at the moment, tells them that it's partly available at the moment
    - Hiraani asks how they can change the password post-capstone
    - Hiraani asks for a handover process later on [***MUST RMB TO FOLLOW UP***]
    - They mention that it'll be better to have their existing system than using a new one
- Iste walks them through the admin section
    - Victoria might handle adding things
    - Will need to give them the handbook later on for the handover
        - Bullet points, no paragraphs
    - No archive functionality at the moment (*brought up*)
        - They might not need a delete for the trainees
    - If there's time, can create a workaround for the history
- Clients are happy with the prototype