

Redesign TalentPassport for Android: Smart Phone & Tablet



Agenda

Version 1.0

Thursday: 2018-03-01 / 13:30 - 14:30, De Nieuwe Bibliotheek, Stadhuisplein, 2nd floor, News café

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|---|--|--|---|--|
| Project assignment | Transpose the TalentPassport, as TalentPass to the mobile platform and on Android as an app | | | |
| Project group | ROC van Flevoland – MBO-ICT: Media Design and Application development | | | |
| Team members Pre-condition to continue this internship → in the executing phase <input type="checkbox"/> PC/ laptop with Edge/ IE, Continues internet, Adobe suite, Visual Studio? <input type="checkbox"/> Did you give feedback to stakeholders in your TalentPaspoort/ TalentPass? <input type="checkbox"/> Did you plan your activities in your TalentPaspoort/ TalentPass? <input type="checkbox"/> Did you write your Research report → on Android <input type="checkbox"/> Is your logbook up to date, with WBS-codes? <input type="checkbox"/> Is your internship paper folder up to date? <input type="checkbox"/> Is your P.O.K. signed by 3 parties? <input type="checkbox"/> Do you use Office 365 and the OneDrive? | Organization / Role SG Chief AD SG Media design SG Software architect ROCF AD-intern ROCF AD-intern ROCF AD-intern ROCF Coach AO TD Company CEO | Person Ferat Talei Ricky Chan Issam Allisa Anwar Ammor Harjit Daroch Lal Rico Stolker Jan Jaap Siewers Peter de Man | e-mail address Fer@miurin.com RickyChan12@outlook.com Issam2271@gmail.com A.Ammor@live.nl Hlal@roc-dev.com R.i.c.o@live.nl Janjaap.siewers@rocflevoland.nl Peter.de.Man@TalentDeveloper.nl | Telephone +31 62 414 54 15 +31 63 746 89 03 +31 68 797 24 30 +31 63 396 38 58 +31 63 025 04 32 +31 63 981 18 11 +31 65 111 68 57 |
| Meeting category | Progress meeting Execution phase Development TalentPass | | | |
| Presence | Expected to be present | Not present-Unplanned | Not present-Planned | Present-Not planned |
| Ferat Talei:Chief AD / Project leader/Coach | X | | | |
| Anwar Ammor:Application developer / Chairman | X | | | |
| Harjit Daroch Lal:Application developer | X | | | |
| Rico Stolker:Application developer | X | | | |
| Peter de Man:CEO TalentDeveloper | X | | | |
| Jan Jaap Siewers:BPV Coach | | | X | |
| Meeting | 0 Opening: Objectives and goal of the meeting 1 Improvement remarks on the "Meeting minutes" of the previous meeting 2 Received documents 3 Announcements 4 Subjects 5 Any other issues 6 Question 7 Actions 8 Place, date and time of the next progress meeting 9 Closing this meeting | | | |

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0. Opening:

- Anwar is the chairman of the progress meetings for the AHR-development team at TalentDeveloper.

1. Improvement remarks about the meeting minutes of 22 February 2018:

2. Received documents and folders:

- Peter has created an excel spreadsheet (also on the OneDrive) for Anwar, Harjit and Rico to ascertain the quality of self-assessment and feedback.
- Ferat added Database Fieldnames (i) to the designs of CV, References, Portfolio (short version) and Portfolio (extended version).
- Requirements Test Checklist version 0.5 received and forwarded to Ferat.
- Remarks on the Test Checklist van www.TalentDeveloper.com Peter Forwarded it to David (Hosting).

3. Notices and announcements:

- The AHR team will show the results of CV, References and Portfolio as .pdf (incl. the code)
- Jan Jaap Sievers has replied that it isn't urgent to have a visit this early. It is better that we have it somewhere later in the internship-period
- Make the link between the print icon and the pdf generator. (Ferat will take care of it in the final version)
- Mijn portfolio keuzes radiobutton initials of (voornaam, short or extended)
- Uitbreiding database educatie in plaats van 1 veld 4 velden.
- Peter expends the requirements checklist for the printer icon.

4. Subjects

4.0 Unfinished actions:

| Action | By | Ready at |
|--|------------------|-------------|
| Check feedback/ improvement remarks on the website www.TalentDeveloper.nl . (After David update the website) | All team members | Internship |
| Use the Requirements Test checklist for the TalentPass-mng during testing. (If there is a new version available) | All team members | New version |
| Test the Requirements Test checklist for the TalentPass-mng included scaling. Doc.1) Desktop, Doc.2) Mobile, Doc.3) Tablet (If there is a new version available) | AHR | New version |
| Write the Requirements Test checklist for the TalentPass-mng with the feedback of the team members (If there is a new version available) | Anwar | New version |
| Send the feedback of Requirements Test checklist for the TalentPass-mng to Peter and Ferat (If there is a new version available) | Anwar | New version |
| Research programming in PHP to develop the Curriculum vitae, References, Portfolio from the database | AHR | Internship |

4.1 Conditions to continue this internship:

- Ferat (coach) will ask the interns to show their paper document internship folder up. Is it up to date ?
 - Did you specify your activities of this week? Did you specify the planning of your activities for the coming week?
 - Ferat let Anwar check the **logbooks** of all interns:
 - Anwar? 0% Did you specify your activities of this week.
 - Anwar? 0% Did you specify the planning of your activities for the coming week?
 - Harjit? 0% Did you specify the planning of your activities for the coming week?
 - Harjit? 0% Did you specify your activities of this week?
 - Rico? 0% Did you specify the planning of your activities for the coming week?
 - Rico? 0% Did you specify your activities of this week?
 - Status of each **TalentPass**: Curriculum Vitae (CV) Self-assessment (ZA), Stakeholder-assessment (SA), Reflection (R.PDP+PAP), Introspection (I) From the database . . . (from each individual TalentPass)
 - Peter? CV: 100 % ZA: 100 % SA: 75 % R.PDP+PAP: 100 % I: 24 %
 - Ferat? CV: 100 % ZA: 100 % SA: 50 % R.PDP+PAP: 100 % I: 00 %
 - Anwar? CV: 100 % ZA: 4 % SA: 0 % R.PDP+PAP: 100 % I: 00 %
 - Harjit? CV: 100 % ZA: 0 % SA: 0 % R.PDP+PAP: 100 % I: 00 %
 - Rico? CV: 100 % ZA: 0 % SA: 0 % R.PDP+PAP: 100 % I: 00 %
 - Is your **BPV-end report**, as template, divided in chapters (in WORD) and a final presentation? (And stored on the OneDrive)
 - Anwar? 0 %
 - Harjit? 0 %
 - Rico? 0 %

5 Any other remarks:

- Demo on mobile of the latest TalentPass-mng. (If there is a new version available)

6 Questions:

-

7 Actions

| Action | By | Ready at |
|--|--------------|-----------------------|
| Collecting the code, generating the new version of the TalentPass mng and putting it on the OneDrive | Ferat | Internship |
| Update and upload the logbooks weekly. | Interns | Every Fri/Sun |
| Sign the logbooks weekly. | Ferat | Internship |
| Write the Agenda for every Progress meeting and upload it to the OneDrive | Anwar | Every Fri/Sun |
| Send the test checklist with test results, of the latest mng build, to Ferat and CC to Peter. (If there is a new version available) | Harjit | New version |
| Take Meeting minutes during the Progress meeting and upload it to the OneDrive. | Rico | Every Thu |
| Reserve 5 seats on Monday for the progress meeting on Thursday (Or Anwar if Ferat is not available) | Ferat | Internship |
| Research, database, how to develop .pdf from PHP | AHR | Internship |
| Derive from the database the CV(Harjit), Reference (Rico) and Portfolio(Anwar) in the layout of an Info Graph | AHR | Internship |
| Give feedback to everyone | AHR | Internship |
| Writing the report about programming in PHP to develop the Portfolio, References and CV from the database (Not the highest priority) | Harjit | Internship |
| Anwar and Ferat make an agreement about the multiline of responsibilities and the amount of the characters and lines | Anwar, Ferat | 26-2-2018 |
| Make the PDF's in different RGB colors. | AHR | Internship |
| Next week Rico will take responsibility for the agenda and Harjit for the meeting minutes. | AHR | 1/3 of the internship |

8 Place and time of the next meeting: De Nieuwe Bibliotheek - 2nd floor NieuwsCafé – 2018-03-08, 13:30 – 14:30 o'clock.

9 Closing this meeting