**CS673 Software Engineering**

**ScrumbleBug**

**Meeting Minutes**

All meeting minutes are kept in this single document. The latest meeting minutes should be at the beginning of the document. For example, meeting 3 minutes is placed before meeting 2 in the document. The team leader should prepare a basic agenda for the meeting and team members should rotate to be the minutes taker. Each group should have at least one meeting per week, and you may have multiple meetings if needed.

**Week 12 - Meeting 13**

**Date and Time:** 12/04/2024 14:00 PM - 17:00 PM

**Place**: Big Data and Computer Network Center, In person

**Participants:** Everyone

**Minutes taker:** 180 min

**Timekeeper:** Ang Li

**Purpose:** Project Wrap-Up and Final Presentation Rehearsal

**Agenda:**

* Summarize the development works from the final iteration.
* Final Presentation Rehearsal with the team.
* Project testing and bug fixes .

**Discussions:**

* **Task Assignments for Iteration 3:**
  + **CI/CD:** Allen will summarize and demonstrate the CI/CD process
  + **Testing**: Srujana explained the code testing work for our entire project
  + **Security Management**: Yihan will discuss the code security aspects.
  + **User Stories Review**: Yuanbin will handle code testing and fix the remaining bugs
  + **Project Deployment**: Angli will execute the CI/CD process to redeploy the fixed code to the cloud after Yuanbin completes the bug fixes.
  + **Presentation**: Yingtong will provide the PPT template and prepare a demonstration video, if needed, and will hold an in-person discussion on Wednesday afternoon for the presentation.

**Week 11 - Meeting 12**

**Date and Time:** 11/30/2024 8:00 PM - 9:00 PM

**Place**: Discord

**Participants:** Everyone

**Minutes taker:** Yuanbin Man

**Timekeeper:** Yuanbin Man

**Purpose:** Discuss Final presentation and documentation tasks.

**Agenda:**

* Summarize the development works from the final iteration.
* Discuss the documentation tasks with the team.
* Discuss the presentation plan and its details.

**Discussions:**

* **Task Assignments for Iteration 3:**
  + **CI/CD:** Ang Li will refine the CD section in the STD document and update the deployment instructions (including infrastructure diagrams).
  + **Testing**: Srujana will review the bugs on JIRA to ensure they’re fixed.
  + **Security Management**: Yihan will add more details to this part, including some security tests.
  + **User Stories Review**: Yuanbin will review all the designed user stories to ensure they are completed.
  + **Achievement Summary**: Yuanbin will gather all the achievements the team has made and summarize them.
  + **Presentation**: Yingtong will provide the PPT template and prepare a demonstration video, if needed, and will hold an in-person discussion on Wednesday afternoon for the presentation.
* **Future implementation:**
  + **N/A**

**Key Decisions:**

* We will freeze the codebase since all development tasks have been completed.
* All documents are to be updated based on the requirements.
* Srujana will review all the bugs on JIRA to ensure they are properly fixed.
* Yingtong will lead the team for a in-person meeting for the presentation.
* Yihan will enhance the document for the security requirements part.
* Yuanbin will review all the designed user stories to ensure they are properly implemented and summarize all the achievements the team has made.

**Action Items:**

None.

***“Thanks to the team for all the hard work and effort. We achieved what we set out to do.”***

**Week 10 - Meeting 11**

**Date and Time:** 11/10/2024 11:00 AM - 12:00 PM

**Place**: Discord

**Participants:** Everyone

**Minutes taker:** Srujana Niranjankumar

**Timekeeper:** Srujana Niranjankumar

**Purpose:** Discuss next steps for Final iteration/presentation

**Agenda:**

* Assign tasks for Final presentation deliverables
* Discuss what is to be included for the Final Presentation
* Discuss Future meeting plans

**Discussions:**

* **Task Assignments for Iteration 2:**
  + **Automated Testing**: Srujana will oversee automation testing for the team through GitHub, ensuring all necessary tests are in place and integrated.
  + **Manual Testing**: All identified issues will be tracked and reported on JIRA.
  + **CI/CD and Kubernetes Integration**: Allen, Yuanbin, Ang will lead efforts on CI/CD and Kubernetes, with deployment updates to be reviewed regularly.
* **Future implementation:**
  + **Frontend Process Review**: Yingtong & Yuanbin will review the frontend workflow. Implement additional functionalities to the frontend.
  + **Backend Development**: Yihan, Yuanbin, Allen, Ang and Srujana will do code refactoring for backend services and further code optimizations. (if required). Implement additional functionalities to the backend.
  + **CI/CD Issue Resolution**: Allen, Ang, and Yuanbin will address any CI/CD issues.

**Key Decisions:**

* We will continue to meet weekly and update our progress towards the Final presentation.
* All documents are to be updated based on Professor’s comments
* Yingtong will overlook the future meeting requirements and overall completion of the project
* Yihan will assess the overall security requirements throughout the final iteration.
* Ang, Yuanbin, Allen will continue to address any CI/CD requirements.
* Srujana will integrate automation testing via Github

**Action Items:**

* Completion of all user stories
* Automation Testing through Github
* Report bugs on JIRA - for Buyer/Seller user view (System testing)
* Continue to update progress report

**Week 9 - Meeting 10**

**Date and Time:** 11/3/2024 11:00 AM - 12:00 PM

**Place**: Discord

**Participants:** Everyone

**Minutes taker:** Yueyihan Qi

**Timekeeper:** Yueyihan Qi

**Purpose:** Discuss next steps for Iteration 2

**Agenda:**

* Assign tasks for Iteration 2 deliverables
* Determine content for Iteration 2 presentation
* Address issues and plan future improvements for the project

**Discussions:**

* **Task Assignments for Iteration 2:**
  + **Automated Testing**: Srujana will oversee automated testing for the team.
  + **Manual Testing**: Issues will be tracked on GitHub.
  + **Presentation**: Yuanbin, Srujana, and Ang will handle the presentation.
  + **CI/CD and Kubernetes**: Ang will focus on CI/CD and Kubernetes integration.
  + **Testing Cases for Presentation**: Srujana will select representative test cases to illustrate the testing process in the presentation.
* **Future implementation:**
  + **Frontend Process Review**: Yingtong will review the frontend workflow.
  + **Backend Development for User Center**: Yihan and Ang will implement the backend functionality for the user and admin.
  + **CI/CD Issue Resolution**: Ang, Yuanbin, and Allen will address any CI/CD issues.

**Key Decisions:**

* Yuanbin, Srujana, and Ang will present in Iteration 2, focusing primarily on technical aspects.
* Yihan and Ang will work on implementing the user and admin.
* Srujana will lead the testing efforts.
* Yingtong will conduct a frontend process review to ensure alignment.

**Action Items:**

* Prepare the Iteration 2 presentation.
* Implement the user and admin backend.
* Identify and address areas needing updates or improvements.

**Week 8 - Meeting 9**

**Date and Time:** 10/24/2024 15:30 PM - 16:30 PM

**Place**: MET 122

**Participants:** Everyone

**Minutes taker:** Yingtong Zhou

**Timekeeper:** Yingtong Zhou

**Purpose:** Discuss current code issues and solutions

**Agenda:**

* Go over everyone’s work to check the completion status
* Address issues encountered

**Discussions:**

* Yingtong has implemented the geolocation function but caused some errors at frontend, preventing the user profile from displaying.
* The CRUD function in frontend has finished, needed testing.
* Srujana has finished the Message Service backend implementation, needed frontend collaboration.
* Yihan has finished the Admin dashboard (create & delete users)
* Yihan and Liang have implemented 2 different ways of email verification
* Discuss whether we should purchase a cloud server

**Key Decisions:**

* We can remove ban & revoke user functionality
* We can use the Alibaba cloud server with free account, no need to purchase a server, but Liang will be responsible for the change of IP address

**Action Items:**

* Yingtong will keep debugging at frontend and support Srujana in frontend development of the Message Service before 11/02
* Yingtong will test the CRUD of items and orders and fix any bugs
* Srujana will start to work on the testing plan from today
* Liang will decide with Yihan on keeping which version of email verification
* Allen will continue automating the CI/CD pipeline using Docker and Kubernetes

**Week 7 - Meeting 8**

**Date and Time:** 10/17/2024 10:00 - 11:00 pm

**Place**: Discord

**Participants:** Everyone

**Minutes taker:** Yingtong Zhou

**Timekeeper:** Yingtong Zhou

**Purpose:** Discuss next steps for Iteration 2

**Agenda:**

* Go through the work we have done in Iteration 1
  + How many functions are achieved?
  + How many user stories are completed?
  + Any problems we need to solve before moving to Iter2?
* Go through the work we need to do based on our SDD
* Sort high-level requirements and set the timeline

**Discussions:**

* **CRUD of items and orders**: Yuanbin will provide design details to the frontend team to integrate CRUD functionalities.
* **User profile development**: Yuanbin and Yingtong are responsible for developing the user profile features.
* **Message system**: Srujana is working on connecting the message functionality to the frontend.
* **Admin dashboard functionalities**: Yihan is in charge of creating and deleting admin functionalities, and also removing the ban & revoke user features (not important features)
* **Email verification and account activation**: Ang Li is managing both frontend and backend development for email verification, adding user status for account activation.
* **Password management**: Ang Li is responsible for password match and forget password features.
* **Automate CI/CD pipeline**: Discussed the need for setting up CI/CD automation for the project.
* **Unit testing**: Unit testing will commence starting from 10/31.

**Key Decisions:**

* Yuanbin will lead the design process for the user dashboard and order functionalities and provide the necessary designs for frontend implementation.
* Yihan will manage the admin functionalities, focusing on user management and permissions.
* Srujana will ensure the messaging system is connected to the frontend by coordinating with the backend team.
* Ang Li will develop email verification and password features, ensuring security and account management.
* CI/CD pipeline automation is essential and should be prioritized.

**Action Items:**

* Yuanbin: Complete the design for items and orders CRUD functionalities and pass it to the Yingtong.
* Srujana: Connect the message system to the frontend and test the integration.
* Yihan: Implement admin dashboard functionalities and remove the ban & revoke user features.
* Ang Li: Complete email verification and activation features, as well as password match & forget functionality.
* Set up CI/CD automation for deployment.
* Start unit testing from 10/31.

**Week 6 - Meeting 7**

**Date and Time:** 10/13/2024 16:00 - 17:00 pm

**Place**: Zoom

**Participants:** Everyone

**Minutes taker:** HungHsu(Allen) Chen

**Timekeeper:**HungHsu(Allen) Chen

**Purpose:** Discuss the progress and presentation for Iteration 1

**Agenda:**

* Progress report
* Check the documentation needed for iteration 1
* Check what requirements are met and what is not
* Deployment of project
* Progress on frontend

**Discussions:**

* Decide what should be postponed to iteration 2 as the workload is heavy, and we are behind schedule.
* Decide how the SDD document will be finished; separate the tasks.

**Key Decisions:**

* Postpone the deployment with Kubernetes to iteration 2.
* The front end still needs to be worked on, so maybe create a demo for the presentation.
* Jira and user stories need to be updated accordingly.

**Action Items:**

* Before iteration 1:
  + Update Jira
  + Continue building API on the backend and pages on the frontend
  + Collaborate on documentation

**Week 6 - Meeting 6**

**Date and Time:** 10/03/2024 15:25 - 16:25 pm

**Place**: Zoom

**Participants:** Everyone

**Minutes taker:** Ang Li

**Timekeeper:** Ang Li

**Purpose:** Discuss the progress and presentation for Iteration 1

**Agenda:**

* software architecture
* basic functionalities
* responsible for developing
* development plan.

**Discussions:**

* Discussed the basic functionality and usage of Docker and Kubernetes.
* Clarified the specific front-end and back-end division of work, and determined the Also set the timeline for the initial code submission.
* Confirmed that the architecture requires a shared storage system for storing images.

**Key Decisions:**

* Confirm the software architecture and basic functionalities of the project.
* Confirm who will be responsible for developing specific functionalities.
* Define the development plan.

**Action Items:**

* task owners: user (Yihan, Angli), order (Yuanbin), item (Allen), message (Srujana), and index page (Yintong).

**Week 4 - Meeting 5**

**Date and Time:** 09/30/2024 11:00 - 12:00 pm

**Place**: Zoom

**Participants:** Everyone

**Minutes taker:** Yuanbin Man

**Timekeeper:**Yuanbin Man

**Purpose:** Discuss the features and task allocation for Iteration 1

**Agenda:**

* Check requirement/functionality task list
* Discuss the coding and documentation distribution for iteration 1

**Discussions:**

* Discussed whether we should allocate tasks based on functionality or frontend-backend
* Went through the documents we will complete by iteration 1, assigned person for each section

**Key Decisions:**

* Confirmed the features and functionalities based on project architecture
* Confirmed to assign tasks based on functionality. Everybody should work on both the frontend and backend on their part of the function

**Action Items:**

* (09/30-10/08): 1. Design UML Diagram and class interfaces for your part 2. Complete the frontend of your part
* (10/09-10/16): 1. Complete the backend of your part 2. Complete your part in SDDD 3. Make sure the codes are runnable
* Issues should be uploaded in GitHub repo, managed by @Srujana Niranjankumar

**Week 3 - Meeting 4**

**Date and Time:** 09/26/2024 3:30 - 4:30 pm

**Place**: MET 122

**Participants:** Everyone

**Minutes taker:** Srujana Niranjankumar

**Timekeeper:** Srujana Niranjankumar

**Purpose:** Discuss the task allocation and division of responsibilities for Iteration 1

**Agenda:**

* Discuss addition/removal of features in the project.
* Discuss the work distribution for iteration 1.
* JIRA & User stories

**Discussions:**

* Discussed certain extra features, whether they are needed or not: Remove delivery, Accept offline cash only
* Jira: sent invitation to Prof.Zhang & TA: Deepali
* Informed everyone about User stories - to be finished before next week’s class
* By time of iter 1 - we should have basic code ready. Continuous development / Continuous integration
* Non-important item for Iteration 1: Redis caching

**Key Decisions:**

* Yuanbin will provide a document with a requirement/functionality list - by tomorrow and then we pick our tasks:

**Action Items:**

* Completed User stories - to be finished by everyone before next week’s
* Completed Yuanbin will provide a document with a requirement/functionality list - by tomorrow and then we pick our tasks

**Week 2 - Meeting 3**

**Date and Time:** 09/19/2024 3:30 - 4:30 pm

**Place**: MET 122

**Participants:** Everyone

**Minutes taker:** Yueyihan Qi

**Timekeeper:** Yueyihan Qi

**Purpose:** Discuss the task allocation and division of responsibilities for next week and Iteration 0.

**Agenda:**

* Discuss the main features and innovative functionalities of the project。
* Discuss the work distribution for iteration 0.

**Discussions:**

* The main functions of the project:
  + User and Admin Login and Registration:
    - User Login/Registration: Users will be able to register using their BU credentials and log in with their mobile number and password. This ensures that only verified BU students can access the platform.
    - Admin Login: Admins will have separate access to manage platform content and oversee user activities.
  + Main Page - Featured Products and Categories:
    - A carousel on the main page will showcase recommended second-hand products based on user interests and popular listings.
    - Users will be able to browse items through categories or search for specific products.
  + Product Information Page
    - Each product page will include detailed information, such as the product’s condition, price, seller details, and location for pickup.
    - Users can also view reviews and comments left by previous buyers.
  + User Functions
    - Post Product Listings: Users can upload items they want to sell, providing details such as the title, description, price, and images.
    - Purchase Products: Users will be able to select items, enter delivery details, and complete secure payments through the platform.
    - Leave Comments and Reviews: After completing a purchase, users can leave feedback on products and sellers.
  + Admin Functions
    - User Management: Admins can deactivate, ban, or edit user profiles in case of violations of platform rules.
    - Content Moderation: Admins will monitor user-posted items and comments to ensure compliance with platform policies, removing inappropriate content or taking items offline if necessary.
    - Security Monitoring: Admins will oversee user verification, ensuring that only authorized BU students participate on the platform.
* Assign the SPPP Document.

**Key Decisions:**

* SPPP Document Assignment:
  + Yuanbin Man: Overview, Related Work, Proposed High level Requirements
  + Yueyihan Qi: Management Plan
  + Ang Li: Timeline,
  + Allen Chen: Configuration Management Plan
  + Srujana: Quality Assurance Plan
  + Yingtong Zhou: Presentation

**Action Items:**

* Complete assigned sections of the SPPP document and prepare a 1-2 page PowerPoint summary.
* Submit all materials to Yingtong for integration before Tuesday.

**Week 1 - Meeting 2**

**Date and Time:** 09/15/2024 1:00 - 2:00 pm

**Place**: Zoom

**Participants:** Everyone

**Minutes taker:** Yingtong Zhou

**Timekeeper:** Yingtong Zhou

**Purpose:** Finalize project idea and set up next steps

**Agenda:**

* Ang Li (Design Leader) presents the project idea and structure
* Q & A
* Set up next steps

**Discussions:**

* We agreed on developing a Second-hand Trading Platform with the following architecture:
  + Frontend: Vue.js
  + Backend: Java springboot
  + Database: MyBatis, Alibaba Cloud RDS for MySQL
  + Server, CI/CD: Docker, Kubernetes(K8s)
  + Caching: RDS for Redis
  + Middleware: Kafka
  + Testing and Bug fixing: PTS, Jenkins
* Team members raised questions about:
  + The choice of Alibaba Cloud K8s over AWS - Free and most cutting-edge
  + Potential risks of the project - Similar ideas, language barriers, project-related issues
  + How many functions, classes, interfaces do we need? How many ppl should be involved in each section?

**Key Decisions:**

* People:
  + Configuration: Allen Chen
  + Frontend: Yingtong Zhou, Yueyihan Qi
  + Backend + DB: Ang Li, Yuanbin Man
  + Testing and bug fixing: Srujana N
* Timeframe:
  + Next meeting (9/19) we’ll discuss requirements from product and technical angles, and how to achieve these functionalities
  + Early October the design leader will breakdown the projects into sections and functionality

**Action Items:**

* Confirm with the professor whether other groups' projects are repeated (confirm before Tuesday）- Yingtong
* Next meeting (9/19) we’ll discuss requirements from product and technical angles, and how to achieve these functionalities
* Before iter\_0(9/26) Everyone makes their own plans based on product requirements and update SPPP together
* Before iter\_0(9/26) Allen configures the front-end and back-end databases
* Early October the design leader will breakdown the projects into sections and functionality - Ang Li

**Week 1 - Meeting 1**

**Date and Time:** 09/12/2024 15:25 - 16:17

**Place**: MET 122

**Participants:** Everyone

**Minutes taker:** Allen

**Timekeeper:**

**Purpose:** Discuss about the topic/ documents required to maintain

**Agenda:** Member introduction and initial project ideas brainstorming

**Discussions:**

Project topic: full stack + cloud; Spring boot

Management system: CRM; app on WeChat;

By Ang: focus on optimization with simple services; can handle massive access

focus on structure (a “smart” project) -> design database, efficiency on SQL, optimizing JVM; Use Alibaba Cloud Computing -> k8s with database on Alibaba Cloud <- SLB(front-end)

coding (simplify as much as possible)

SPPP (documentation):

**Key Decisions:**

Ang Li (Design Leader) will draft some project ideas before next meeting

**Action Items:**

What services is still TBD, needs to be decided before the next meeting

Below is an example from a previous project (You shall delete this part in your meeting minutes)

**Date and Time:** 1/26/12 7 - 8PM

**Place**: Group Phone Call

**Participants:** Dan Spuches, Grace Hopkins, Craig Cato

**Minutes taker:** Dan Spuches

**Time Keeper:** Craig Cato

**Purpose:** Project Kickoff Meeting

**Agenda:**

* Determine group name
* Determine project name
* Provide effort hours so far
* Finalize communication plan
  + Google group vs. Trello
* Find and discuss related works
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
* Brainstorm requirements
* Discuss risks
* Determine an approach/process to use
* Assign roles

**Discussion:**

* Determine group name
  + Is this the same as project name? Yes
* Determine project name
  + Yet another weight tracker - taken
  + Yet another weight program - YAWP
    - Don't want to make YAWP noise when you stand on the scale
  + BodyStats
  + Yet another weight history program
  + Yet another weigh-in program
  + Yet another weight oriented program
* Provide effort hours so far
  + Members will email hours spent so far to Grace
  + Need to decide start/end of week
    - Week starts Saturday, ends Sunday
* Finalize communication plan
  + Google group - email distribution
  + Google code - upload and track all documents (including agenda, minutes, etc)
  + Trello - Discussions/brainstorming/to-do and completed tasks
* Find and discuss related works
  + http://download.cnet.com/Weight-Tracker/3000-2129\_4-10458217.html
  + weightchart.com
    - Web based
  + weightwatchers.com
    - Web based
  + Our project is standalone, not web based, open source (differentiator)
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
  + SVN or GIT?
    - We will use SVN
    - Tortoise SVN for windows
  + What license will we use?
    - Apache 2.0
    - What are the terms?
    - Need to tag all works with the license text from http://www.apache.org/licenses/LICENSE-2.0
* Brainstorm requirements
  + Functional
  + Non-functional
  + Desktop java standalone client
  + Not networked
  + Single user per instance
    - Future - multiple users
  + Need to be able to enter weights
  + Calculate BMI
  + Charting over time
    - Export charts?
    - Daily weight change
    - Monthly weight loss
    - Trending of data
    - Projections
  + Target weight
  + Sounds?
    - Applause for loss
    - YAWP for gain
  + Computerize printed charts
  + Print charts/data
  + Export and save functions
  + Options
    - Configurable units
      * English vs metric
      * LBS vs KG vs Stones?
* Discuss risks
  + New tools - not understanding/knowing how to use tools
  + Schedules - work and home life
  + Keep it simple/limit scope creep
  + Originality - what differentiates us from others?
  + Multiple user functionality - may be too time consuming
  + Limited time for project as a whole
* Project criteria
  + Usefulness - nobody has yet found the best way to do it, there are a lot of other ones out there, none are right yet?
  + Complexity - will be sufficiently complex
  + Originality - it is original because Craig created the concept
* Determine an approach/process to use
  + Waterfall with feedback/iteration
    - Ability to revisit requirements and re-shuffle priorities
    - Need to build in the ability to respond to risks as they arise and difficult requirements
  + Possibly some agile concepts/aspects - prototype and test driven
  + JUnit testing - test driven development
* Assign roles
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Key Decisions**

* Project name is YAWP - yet another weight-tracking program
* Google code
  + https://code.google.com/p/yawp/
  + We will use SVN on Google code
  + Source code license - Apache License 2.0
  + Labels - health, academic, java
* Time tracking
  + Week start on Sunday
  + Week end on Saturday
  + Get time to Grace by noon on Sunday
* Communication Plan
  + Use Google group for email communication
  + Use Trello for task tracking (to-do and complete) and discussions/brainstorming
  + Use Google Code for document and code repository, version control
* Roles assigned:
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Action Items:**

* Review terms of Apache license - Dan, Craig, Grace
* Submit time to Grace by noon Sunday - Dan, Craig, Grace