

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 4 (2/11/2017 - 2/16/2017)

Date and Time: 2/15/2017, 7:30 p.m.

Place: Google Hangout

Participants: Raziel Melchor, Niall Kavanagh

Minutes taker: Niall Kavanagh

Purpose: Practice presentation

Agenda:

- Practice the presentation

Discussions: We went over the QA portions of the presentation, and Raz made some edits.

Date and Time: 2/14/2017, 7 p.m.

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Raziel Melchor

Timekeeper: Raziel Melchor, 35 min.

Purpose: Prepare for project deliverables this week.

Agenda:

1. Review SPPP
2. Practice Presentations

Status:

Discussions:

Key Decisions:

Action Items:

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 3 (2/3/2017 - 2/11/2017)

Date and Time: 2/11/2017, 11am

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Albert Lewis

Timekeeper: Albert Lewis, 40 min.

Purpose: Status update, Software Project Proposal and Planning (SPPP)

Agenda:

1. Current status (everyone)
2. Review design/proposal documents
3. Presentation outline
4. Next steps on presentation

Status:

- Good progress being made but slow week due to weather conditions.

- Niall – working on some diagram and working on SPPP documentation during the weekend.
- Betsy – sent Prof list of features, waiting for her response. Working on user stories.
- Raz – working on QA, researching quality metrics etc.
- Albert – working on configuration management currently on branch management.

Discussions:

- Reviewed SPPP and selected areas to complete by each team member
 - Niall - Overview, related work, risk management, schedule and deadlines
 - Betsy – Proposed high level requirements
 - Albert – Process model, Objectives and Priorities, Configuration management
 - Raz – Monitoring and controlling mechanism, QA
- Reviewed what each topic meant in the SPPP and how to approach these areas.

Key Decisions:

- Prepare power point for first iteration presentation on 2/16/2016, will do a practice presentation on tuesday.

Action Items:

- Working on SPPP and Powerpoint for first iteration.

Date and Time: 2/4/2017, 11 a.m.

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Niall Kavanagh

Timekeeper: Niall Kavanagh, 1h35m.

Purpose:

Agenda:

- Feature review
- We flag features we'd like to work on
- Plan for the weekend
- Schedule a check-in on Slack on Sunday evening (what we got done, what we plan

to do before Tuesday)

Discussions:

- We compiled all the features we're considering into a single list
- We discussed each one in detail and assigned it a cost/level of difficulty, a risk factor, and also a value score
- We talked about what we will all do next

Key Decisions:

We have too many features! Making sure we work on the most valuable ones first will be critical in delivering something that is actually useful. We need to make sure our priorities are the correct ones.

Action Items: Ask our stakeholder to confirm our feature valuations.

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 2 (1/26/2017 - 2/2/2017)

Date and Time: 2/2/2017, 8pm

Place: In Class

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Albert Lewis

Timekeeper:

Purpose: Application setup, Potential features, Software Design Document (SDD)

Agenda:

1. SDD and understanding tasks.
2. The application and setup if anyone has issues
3. Q&A

Status:

- Application setup complete for all team member, Virtualenv issue
- Looked through past documentation for the chat application

Discussions:

- SDD documentation
- Task leader
 - Tried to clarify tasks of configuration vs. environment and integration
- Potential features
 - Add features to spreadsheet, and talked about scoring method.

Value/time (Raz) vs. Complex method(Niall)

- In the end, see which features are most valuable
- Tools for diagramming – haven't found one that works yet

Key Decisions:

- Establish and track goals for leadership roles

Action Items:

- Add more items to features/scoring spreadsheet
- Remember to input data in pivotal
- Look at what Django provides and document that (Albert)
- Brief overview of features we want (Raz)
- Find application to run against existing code base for map of what's there (Betsy)
- Software design patterns and architectural diagrams, how our features fit into existing code (Niall)

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 2 (1/26/2017 - 2/2/2017)

Date and Time: 1/31/2017, 7pm

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Betsy Berkey

Timekeeper: Betsy Berkey, 30 min.

Purpose: Application setup, Software Design Document (SDD)

Agenda:

1. SDD and start assigning tasks
2. The application and setup if anyone has issues
3. Q&A

Status:

- Three of us have gotten the previous application setup
- Looked through past documentation for the chat application

Discussions:

- Previous SDD documentation
 - Classes and methods existing
 - How we can improve architecture
- Real time system (node server) websocket connection
- Which feature to add
 - Add line to SDD doc and add score depending on how interesting the feature would be
 - In the end, see which features are most valuable
- How we model the data and class inheritance
- Tools for diagramming - doesn't sound like the work well, but look into it

Key Decisions:

- Talk about final features on Thursday to implement

Action Items:

- Add spreadsheet in Team 2 for features/scoring
- Look at what Django provides and document that (Albert)
- Brief overview of features we want (Raz)
- Find application to run against existing code base for map of what's there (Betsy)
- Software design patterns and architectural diagrams, how our features fit into existing code (Niall)

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 2 (1/26/2017 - 2/2/2017)

Date and Time: 1/29/2017, 7pm

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh, Albert Lewis

Minutes taker: Raziel Melchor

Timekeeper:

Purpose: Status, leadership roles, and planning meeting.

Agenda:

1. Status of project installation and setup (Niall)
2. Leadership roles (everyone)
3. Error handling and reporting (everyone)
4. Meeting times (moving Sunday meeting to an earlier time)
5. Q&A
6. Next steps for the design document

Status:

- Niall was able to get the project running. He made different improvements to the code, updated the README file, and removed unnecessary files from the project.
- We should now be able to follow the steps on the README file to get the project running, thanks Niall !
- Start thinking more concretely about refactorings and the requirements/specifications for features we will add.
- Aside from Niall, the team is working on gaining a better understanding of Django. Currently going through tutorials, and Niall will also point us to other sources that could be useful.

Discussions:

- We will not need to do significant work with Node, so focus primarily on Django.

- Regarding leadership roles, focus primarily on taking initiative for researching what the group should know. We can work together on the tasks required if something is not clear.
- There's some ambiguity regarding exactly what a few of the roles entail. Get a better understanding from the professor.
- The project can be significantly improved by adding better error handling and report. This will also help the project as we move on to adding features.

Key Decisions:

- Decided to meet Saturday at 11:00 a.m. and possibly Tuesday at 7:00 p.m.
- We agreed on leadership roles.
 - Niall: (1) Project Leader (2) Integration Leader
 - Betsy: (1) Requirement Leader (2) Implementation Leader
 - Albert: (1) Security Leader (2) Configuration Leader
 - Raz: (1) QA Leader (2) Design Leader
- Regarding leadership roles, meet with the counterparts from Team 3 to discuss responsibilities and general advice.

Action Items:

- Create slack channel to discuss ideas for leadership counterparts in other teams
- Take a look at the Design Document
https://docs.google.com/document/d/1hpO1uhDX3W1DJ_HdOjbDsLpgV-o9u-9Ncfoxs4xXCgk/edit
 - Be prepared to discuss at 7:00 p.m. meeting next Wednesday. Start preparing to work on this since it is due in two weeks.
 - Look at how Django handles models and how they relate to the database.
 - Think about the architecture, design patterns, and algorithms.
- Develop and implement error handling for the project. This will be beneficial even for future teams.
- Unrelated to project, but read papers assigned before class to be prepared for discussions.

CS673F16 Software Engineering
Team 2 Meeting Minutes
Week 1 (1/19/2017 - 1/26/2017)

Date and Time: 1/25/2017, 7pm

Place: Google Hangout

Participants: Betsy Berkey, Raziel Melchor, Niall Kavanagh

Minutes taker: Niall Kavanagh

Timekeeper:

Purpose: Status and planning meeting

Agenda:

1. Discuss our review and current understanding of the existing project work
2. Report on what we've been studying
3. Identify things we need to learn more about
4. Discuss possible features we can add to the chat application

Status:

- We've forked the previous class' project into our own Github organization and have cloned it. A cursory code review has been performed.
- We've been able to get both the Django and Node.js applications to run after making some edits, but we've been unable to get the chat application to actually function. The Node.js server crashes as soon as the browser client attempts to connect to it.
- Niall has Python and Django experience, but the Django experience is not current.
- Raziel has Python experience, but not Django.
- Everyone has experience using git and Github.
- Betsy has been researching on how Pivotal Tracker is used, to prepare for recording our user stories.

Discussions:

- With three people in the group, we're wondering if perhaps it would be best to

merge with another group (Oliver's). We plan to discuss this with the other group tomorrow during class.

- We feel like we need to find some resources to help us become more familiar with Django if we're to be successful in this project.
- We floated several ideas for possible feature additions. Some are relatively simple and would be good for us to get our feet wet with the codebase. Others are more complicated. The Github integration would match up nicely with the overall purpose of the project suite, which is to create tools that make it easier to manage software development.
 - Giphy integration—A command that uses giphy to find a topical animated gif
 - Quick channel switch command—A method of switching channels quickly by typing a command into the text box
 - Desktop notifications—Use the [web notifications API](#) to push a desktop notification whenever a user's name (or perhaps other keywords) is mentioned
 - Reminders—Set reminders by typing a command into the text box, and get a notification and message when the reminder is due
 - Github integration—Get notifications in chat whenever certain things happen on Github, e.g. pull requests are made or approved, commits are made, issues are filed.

Key Decisions

- Discuss possibility of merging groups in class tomorrow.

Action Items:

- Identify resources for helping us learn Django.
- Figure out why the Node.js application is crashing!
- Identify and prioritize the features we would like to add