

Supervisor meeting 09.11

Time: 12.00

Duration: 1h

Participants: Morten, Øyvind, Maren, Stein-Otto, Katja, Torstein , Markus

Notes: Stein-Otto

1. Approval of agenda

- a. Approved

2. Approval of minutes of meeting from last advisor meeting

- a. See link to 10. supervisor meeting:
https://docs.google.com/document/d/1h05RbgxyV6ggIR_yu_IdlCX_iwrxiNLDcAAZ4mnICKA/edit
- b. Should separate the use of meeting minutes and agenda Group leader should not write meeting minutes.

3. Comments to the minutes from last customer meeting

- a. See link to 12. customer meeting:
<https://docs.google.com/document/d/1mmRnMkgvCcuExv-bJwImPv2HGDowevJtAV-T5Z4Vfls/edit>
 - i. Good structure. Good summary. Nice feedback from the customer regarding the presentation.
 - ii. Well done!

4. Approval of the status report:

- a. Summary
 - i. See the blog; updates by sunday night
- b. Work done in this period:
 - i. Development:
 - 1. Fixed some bugs, but we have stopped implementing new features Customer told us to stop. We are working on the report.
 - 2. Is the Android app version 0.6 out on Google Play? No, some bugs we wanted to fix first, but the customer told us to stop developing.
 - 3. Username does not work. The reason is that we changed implementation. You now need a username. Supervisor suggests an information screen or something similar to inform users about changes. Have contact with users that are using

the application, and make them report about minor or major faults or things that doesn't work, or are weird. Post on the Facebook-page when app is ready?

4. Supervisor thinks we've done good work, but suggests we now also have to reflect and be critical of the work.

ii. Meetings

1. We had customer meeting 21.10
 - a. Got a lot of feedback on the presentation and the report.

ii. Report

1. The report is in the attached file report5.pdf. It is also found at https://www.sharelatex.com/project/55e7165fe8dff2d67afac1fd/output/output.pdf?cache_bust=1446978555531&compileGroup=priority&build=150e6a481bc If the link works. (note: The use of "we" has spread around the report, but it will be changed)
2. What we have changed/worked on:
 - a. Chapter 6, Lean iterations is almost done. It would be great if you could read through the introduction and maybe a couple of versions to see if it is ok.
 - b. Text about communication with you and Peder is created in chapter 2 section 7
 - c. Chapter 4, section 1 is filled in.
 - d. Chapter 4, sections about software development models is updated with two included figures.
3. Questions:
 - a. Is the enumeration of the report ok?
 - i. Enumerate with chapter number then subsection number. E.g. chapter 2 section 3 is 2.3. Use same structure across the report.
 - b. Should each iteration be a chapter?
 - i. Fine how it is.
 - c. Removed the "detailed content of the report", is that an important feature?
 - i. If we think it's okay to remove, then it's okay. Can have a table that presents the content of the whole report in the introduction chapter.
 - d. Is the content ok? Something we should add/remove?
 - i. Missing appendices, but nothing else.

- e. What would be nice to have in the appendices?
 - i. The introductory sheet from the customer.
Feedback from users. Meeting minutes.
Template for meeting agenda. Surveys?
 - ii. How you setup the backend and the apps.
 - iii. The text of the blog posts in the appendices.
- 4. Feedback from the supervisor
 - a. Pekka sent information on the reflection chapter.
 - b. Lean iterations: Very good. 2.4 Conclusion: Rename it to “Our method” or something similar. Sum up how we’re going to work. Mention the Lean-iteration part, and that more is explained there.
 - c. In header on top of all the pages, have the chapter number on the right top side. Not anything else.
 - d. Mention blog and Facebook-page as communication channels towards other shareholders. Show how we’ve been thinking about communication with users. Appear.in etc. How we used tools to communicate. Use citations on sources on communication with customer etc.
 - e. Add pictures of any competitors to 4.2 and 4.3
Goodreads, Book Buddy, Google Books? What do we do that no one else does? Why our product?
 - f. Scrum part (4.2) is quite short. Kanban was also mentioned (Kanban board). Should add citations and explanation.
 - g. Missing abstract. Can be included in table of content, but without page number. Include list of tables and list of figures.
 - h.

1. Problems:

- i.

5. Planning of work for the next period

- a. Meeting:
 - i. Customer meeting on Wednesday
 - ii. Status-meeting within the group today, Monday

- iii. Arranged meetings with Peder to practice the final presentation 14.11, 16.11 and 17.11.
 - b. Activities
 - i. Report
 - 1. Update the first three chapters and fill in introducing text and empty subsections.
 - 2. Work on chapter 5, 7, 8 and 9.
 - a. In 5 we are going to fill in some sketches, a description and a lot of sequence diagrams
 - b. Chapter 7; user stories selected to describe functional requirements. Create use-case diagrams.
Non-functional?
 - i. Yes, it looks good, but make each chapter as self-contained as possible. The way it is now, where you reference user stories, and rewrite as requirements is good.
 - ii. Use the content you have.
 - c. Chapter 8: Describe each sub-teams test conduction.
 - i. Ok to say that we did not test a lot? Should it be included?
 - ii. Yes, just explain how you tested. Explain how LEAN and customer drove you to how you're testing.
 - d. Chapter 9: Filled out in the end.
 - ii. Information sheet to Netlight

6. Other

- Three examiners. Don't know who they are or who will be ours yet. They have phds and a lot of industrial background. Because of the industrial background, you should show how the customer would want this product. How about the money? How to earn the money?
- Mention the other people from Netlight in the report, maybe in the inclusion.
- Invitation letter to those who want to come is a good idea.

7. Review/approval of attached phase document