



Document Type: Limited Internal

Author: Borja Carbó	Document: - - -	Title: Web Project: Daily Scrum: 2018-02-19-2	Revision: PA3
Reviewer: Equip09	File: minutes-2018-02-19-2.odt		Date: 19/02/2018

Web Project: Daily Scrum: 2018-02-19-2

Attendants:

Alex Ribes
Borja Carbó
David Amorós
Vicent Borja



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1 Revision Information

Revision	Notes
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PA0	This is the first revision of the document
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PA1	
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2 Report on Progress

Guidelines about briefing has been discussed.

User profiles presented have been discussed.

Proposal for “Contexto/antecedentes” has been analyzed and accepted.

Proposal for “Target” in relation to paragraph 2 has been accepted

3 Difficulties

Timing about requests from the guidelines and other tasks requests for later during the week (e.g. users profile) are unclear.

The concept of “Objetivos” and (also) their synchronization with the sprints looks like ambiguous.

At chapter “Timing/Hitos” paragraph 2 it is suggested to have a project plan. Whether this planning is a burndown or something different is questioned

4 Agreements

The number of profiles are agreed on 6:

- 1.- The top user (the owner of the exploitation) more interested on business aspects.
- 2.- The Analyst/expert (the engineer) more interested on technical details of the exploitation.
- 3.- The User Administration/system administration more interested on the computing system, the access to it and the control to the information.
- 4.- The Exploitation actor/Employee responsible to act/perform the physical work.
- 6.- The Security responsible that keeps the physical security of the exploitation.



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7.- Our customer (Pepe Roig-Marín)

It has been confirmed that tomorrow 20th February at 8:30 we will meet to continuous with the discussion and work on the briefing.

5 Pending Actions

Borja Carbó takes the typewrite and clean the profiles. He will stress the principles of the roles

David Amorós takes the actions to continue with the briefing organization.

Alex Ribes takes the organization of the project planning.

Borja Carbó takes the action point to check with the product owner whether what is requested is a Gantt Chart or not (In order to clarify what is requested for the project planing)

6 Attachments


As input for the discussion:

The briefing document send by the product owner

The following user profiles:




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Nombre	Actor user (From exploitation)		
		<ul style="list-style-type: none">- professional- receive commands from the exploitation expert- Notify to the expert about the progress of his/her work	
Sobre	¿Entonces ...?		
<ul style="list-style-type: none">- No true responsibility on the exploitation		<ul style="list-style-type: none">- communication with exploitation expert	




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Nombre Anzlist (From exploitation)	
	<ul style="list-style-type: none"> - Exploitation expert - needs permanently technical information about the exploitation - needs permanently information about resources condition - needs permanently information about professional action on the exploitation
Sobre <ul style="list-style-type: none"> - good knowledge of what information is relevant & for whom - needs good and instant communication with the actors - Acts as the actual coordinator of the exploitation - takes vital decisions based on exploitation technical information - requires historical tech info - require realTime info 	¿Entonces ...? <ul style="list-style-type: none"> - Main driver/user of the system information (success depends on him/her) - Able to order changes/improvements on the system information - key people for us




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Nombre Our customer (system owner)	
	
Sobre	¿Entonces ...?




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Nombre Top user (From exploitation)	
	<ul style="list-style-type: none"> - Owner - Keeps control the exploitation is under performance Here "under performance" stands for worker performance
Sobre <ul style="list-style-type: none"> - It is more interested on forecast related information - budgets - times - costs - expenses - requires historical information - requires projection/forecast information 	¿Entonces ...? <ul style="list-style-type: none"> - Receive information about the key parameters of the exploitation - Receive information about potential risks and evaluate them - needs updated information



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Nombre		User administrator (From exploitation)	
		<ul style="list-style-type: none">- Employee/system administrator- Keeps control to the access of information- prepares the system profiles for the internal users of the information	
Sobre		¿Entonces ...?	
<ul style="list-style-type: none">- Has a good control of the information/computer system- Lacks (partially) knowledge of the exploitation business- his/her activity is more administrative than actual manager- Not interested on exploitation information		<ul style="list-style-type: none">- Has good skills for data categorization (privacy/confidentiality)- Able to require system changes- Able to adapt the systems to the internal roles- Needs updated information	