**Collaborative Platform Ver 5.0**

**Virtual Job Fair, Remote Judge and Mentoring Modules**

**Feasibility Study and Project Plan**

Senior Project – CIS 4911 Section U01

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# Abstract

The feasibility study and project plan document serves as a general introduction into the purpose and scope of the collaborative platform. The first chapter will introduce the main problem, define and describe key terms related to the platform, as well as give a general overview of what is included. In the second chapter of this report, the current system will be described in detail, regarding any limitations and/or constraints, as well as stating the purpose of the new version and possible alternative solutions.

The third chapter of this document is in regards to the project plan. This will outline the roles for each member, the hardware and software resources used, and overall identifying the work breakdown that is expected. The appendix, or chapter four, will provide miscellaneous information regarding team meetings, cost and feasibility matrices, as well as a detailed current project schedule. At the end of this document, a list of references can be found, if any, were used to complete this report.

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# Introduction

This first chapter will briefly describe the current problem definition and a general background of the last three versions. It will cover what has been already laid out in regards to the system. Additionally, it will be covered project specific terms, acronyms and abbreviations.The last section of this chapter will provide a general overview of what this document entails.

## 1.1 Problem Definition

In the world today, for prospects of different companies, a common issue arises that could prevent them from getting a chance. From startups to large corporations, money can always be an issue. This can play a pivotal part in the hiring of future employees. The chance to be flown out of town to do an onsite visit can never happen if the budget doesn’t suffice for said company. With the Virtual Job Fair, the idea was to allow an interface for interviewers to communicate with potential new hires. At the moment, the virtual job fair is in need of some revamping. The plan will be to recast it within a collaborative platform along with the remote judge and mentor modules.

Professionals all over the world currently working in industry know the value of time. The senior project demonstrations normally bring many of these professionals to FIU to judge and grade students work. Many, however, due to time constraints or other simple logistics, cannot make their way onto FIUs campus to judge face to face. The solution to this problem could greatly benefit future students to get the most elaborate and complete reviews for their work. As it stands, for this senior project course, judges have to physically come to FIU in order to participate in the judging aspect for each student. We hope to integrate the current mobile judge application into the collaborative website, facilitating feedback retrieval from professionals and guests that may not be able to get to FIU.

Last, but not least, there is a need for a platform that can help mentees get the expertise of mentors. Typical forums or emails may not fulfill the needs of mentors and mentees. Additionally, there is always a tremendous back and forth between mentors and mentees. A practical solution consist on building a platform with plenty of tools that facilitate the mentoring process. The tools may include messaging, screen sharing, live video and\or audio, chat, whiteboards, file sharing, etc.

Mentors, are always on a tight schedule and giving feedback on time and effectively is a key point in order cover the mentees queries. Additionally, mentors may be located far from the mentees and may not able to have face to face interaction with mentees. The mentoring module facilitates and all those problems by providing a platform for online interaction. Additionally, it contains a pool of mentors/experts that may be able to help mentees in an effective and timely manner.

## 1.2 Background

During the spring semester, the plan will be to create a single collaborative platform that these two previous modules, the mobile judge and virtual job fair, will be a part of. Their original conception was during the spring semester of 2013, led by Dr. Masoud Sadjadi and Juan Caraballo, the foundation was laid. The project was later latter revised during the fall term of 2013 and during the fall term of 2014. At this point (spring 2015) a team of students was assembled in order to correct pending imperfections and include new functionality to the system.

The Virtual Job Fair and Mobile Judge were both given as separate projects dating back to the spring semester of 2013. Each was proposed to solve a problem involving the presentations for each student in the senior project course. From there on, after each revision, more features were added to them to make them more complete modules.

During the summer semester the main focus was to improve and finish the mentoring module of Collaborative Platform that was started back in the spring 2014 semester. The purpose of the system is to facilitate the interaction between students and mentors through help tickets and notifications.

The Fall 2014 team was tasked to focus on Version 3 of the mentoring module. The main areas of focus being adding self-serve mentor applications and optimizing the admin management tools. As well as adding an application process where mentor and admin accept/reject/propose items in an application. Where Version 2 got the Mentoring Module up and running, the main purpose of Version 3 is to make the entire site easier to understand, enhancing the user experience, and making the Mentoring Module more accessible.

During Spring 2015, the team was instructed to work on Version 5 of the collaborative platform. The main objective of the season consist on providing a reporting module for the administrators of the platform. The reporting module can help the administrators with the usability of the system and gather data from the key areas of the system (Tickets, Mentors, Mentees). The version 5 also will focus on providing more interactivity between mentors and mentees. It aims to schedule and execute interactive meetings that may allow screen sharing, voice and video among the participants.

## 1.3 Definitions, Acronyms, and Abbreviations

Definitions:

* **User** – A generalization given to all user groups.
* **Student** – Individual who is currently enrolled in the senior project class.
* **Project** **Mentor** – An individual who is assigned to overlook one or many senior projects.
* **Domain** **Mentor**– An individual with particular knowledge in a certain skill or language(2 Tiers)
* **Personal Mentor** –An individual that mentors only a single person – not limited to career advice.
* **Product owner**–The product owner represents the client and has enough domain knowledge to answer the questions the development team may have about the software product.
* **Mentee** - An individual that may request help or ask a question.
* **Administrator** –An individual assigned with administering the web portal.
* **Interviewer** – An individual from industry that can remotely interview potential employees.
* **Interviewee** – An individual and future prospect that may engage in the virtual job fair portal.
* **Application** - An application is an object that is created when a mentor makes preferred selections during registration (e.g a domain mentor chooses domains which the admin then has to approve/reject)

Acronyms:

* **SCIS** – School of Computing & Information Sciences
* **FIU** – Florida International University
* **ECS** – Engineering & Computing Sciences (Building)
* **JCCL** – John C. Comfort Laboratory
* **VJF** – Virtual Job Fair
* **MJ** –Mobile Judge
* **WP** – Web Platform
* **T1**- Tier 1 Domain Mentor
* **T2**- Tier 2 Domain Mentor
* **PM**- Project Mentor
* **DBMS** – Database Management System
* **SPW** - Senior Project Website
* **MM** - Mentor Module

Abbreviations:

* **N/A**

## 1.4 Overview of Document

The Feasibility Study and Project Plan describe the essential foundation for the collaborative platform project. The introductory chapter consists of the main problem statement and solution, background information, and a list of terms used within the document. The next chapter contains descriptions of the current system, mainly its limitations and constraints, as well as an overview of the intended implementation. The third chapter provides the project plan; this includes the organization, resource distribution, and how the work will be broken down. The fourth chapter contains the appendices of which include the proposed project schedule, feasibility and cost matrices, and a list of meetings taken place. The fifth and final chapter is essentially a works cited page to list references used to detail this document.

# Feasibility Study

The Feasibility Study, is an analysis of the Collaborative Platform, In order to determine the likelihood of the project success. This chapter will begin by covering the description of the current system and its limitations. The chapter will also cover the purpose of the new system, the integration plan, alternative solutions to current problems and recommendations.

## 2.1 Description of Current System (Limitations and Constraints)

The Virtual Job fair provides the interaction between students and employers. The students are able to upload their resumes and search for possible companies where they can apply for a job. Employers can look up possible candidates for a specific position. Also, employers can set up virtual interviews using the video chat and whiteboard features. There is no limitation and constraints on the current system, except for some features that need to be readjusted.

Referring to remote judge, what we have now is an implementation of a grading system that works only in mobile applications. The idea is, at the end of the spring project, to have this system fully integrated into the collaborative platform. As of now, judges are unable to grade students remotely and in order to watch a student present their project they have to be in that exact location. There is also a limited amount of information in the mobile judge application for the judge to obtain information on the student being evaluated.

The mentoring at this time is managed by emails, phone calls or in person meetings. The student has to arrange an in-person meeting, which is quite inefficient because the problem may arise when the mentor does not live near the location of the student, or simply does not have the time meet in person.

The Collaborative Platform: Mentoring Module currently allows students, known as mentees, to interact with mentors who can be Personal Mentors, Project Mentors, or Domain Mentors. This interaction is through tickets which are entered into the system by students. These tickets are initially sent to tier 1 domain mentors. If the ticket is not handled within the time limit the system will automatically reassign the ticket to another tier 1 domain mentor. A tier 1 domain mentor with a pending ticket has the option to defer the ticket to a specific tier 1 or tier 2 mentor or defer the ticket to the system for automatic reassignment. The system allows Mentors to see what tickets belong to them depending on the role that they have in the system (personal, project, domain). New mentors can self-register and apply for the desired mentorship, process that may reduce the amount of data entry performed by the administrator of the system.

The limitation that the current platform has is that it lacks of reports for exploring the data. The administrators of the system have no way to pull data on the usability of the system (i.e. how many mentors, how many tickets unanswered, etc.). Additionally, there is no a platform integrated mechanism of providing mentor-mentee interaction such as screen sharing and video conferencing.

## 2.2 Purpose of New System

The next iteration will focus on making improvements to the existing Mentoring Module. Primarily preparing system usability reports on Mentors, Mentees and tickets. Other improvements include to expand the interaction between mentors and mentees with screen sharing, video conferencing and/or whiteboards.

Currently, In order to pull reports about mentees, the administrator doesn’t have a user friendly option. The administrator has to go to manage users and make a search by mentors. In that search option, the administrator can see a limited amount of columns related to the mentee such as the user name, email, name and role. That way of looking for mentees is not productive because the search displays a very limited amount of information. The administrator has no way of display, sort and filter by the mentee status (active, disabled), school, project, personal mentor, amount of open tickets and amount of closed tickets. A similar situation exist for mentors and tickets. We plan on fixing those problems by adding a new report menu, only available for the administrator. The report menu will include three submenus: Mentors, Mentees, and Tickets. For each one of the menus, the administrator will be able to pull reports on the category selected.

The report for mentees will display the column mentioned above, every column will be a hyperlink that allows the user to sort by that column. Over each column there will be a way of filtering by that column. The use will also have the option to reorder the columns. The report will display a limited amount of records each time, but the administrator will be able to navigate through the pages of the report and see all the information. The mentor and ticket report will have the same functional configuration but it will display columns only applicable to tickets and mentors respectively.

The current admin dashboard was functional but not user friendly and did not show how a particular item was being use (e.g. how are users using the system - how many tickets, what mentors, what roles, what meetings, what mentees. how are projects progressing - how many tickets, who are the mentors, how many meetings, who are in the project, etc..). The new user dashboard will make information easier to understand and intuitive. The admin’s role will become less about adding data manually and more about reviewing incoming mentor applications and assignments. Improvements will be made to the admin’s view of users, projects, domains, tickets, invites and mentor applications. Admin’s will have to approve incoming mentor applications. If a mentor decided to defer any decision making, such as assignment of a student or project, to the admin then the admin will be provided a set of intuitive tools for accomplishing this. We also want to give a

Although our focus is on these those main features, we plan on doing several visual upgrades across the entire application to make it more cohesive with the new additions. Currently we plan on visual upgrades for the invitation message, currently an HTML text. That invitation message should be more easily customizable. We plan on setting up a WYSIWYG (what you see is what you get) html editor on the invitation message so the administrator can customize the message in an easier way.

## 2.3 High-Level Definition of User Requirements

**Collaborative Platform**

The system shall allow the user to select a desired module.

**Mentoring Subsystem**

Auto assign the most appropriate domain mentor to a ticket.

Allow administrator to reassign the ticket to other domain mentor.

Allow project mentor to retrieve the description of the projects assigned.

Allow project mentor to retrieve all the mentees for each project.

Allow project mentor to set up meetings with his/her mentees.

Allow project mentor to retrieve all the upcoming meetings.

Allow project mentor to assign ticket to other project mentor.

Allow project mentor to see the ticket created by their mentees.

Allow mentees to assign tickets to his/her project mentor.

Allow user create a ticket.

Allow user to select a specific domain for a new ticket.

Allow user to select a specific sub domain.

Allow user to upload file to a ticket.

Allow user to download file from a ticket.

Allow user to append comments to a ticket.

Allow user to retrieve all the details of the ticket of the ticket that he/she created or was assigned.

Allow user to close a ticket.

Allow user to reject a ticket.

Allow System Administrators (SA) to create new administrators.

Allow SA to change user profile information and scope.

Allow SA to manage Domains and Sub-Domains.

Allow SA to disable and enable users.

Allow SA to send invitations

Allow SA to manage projects

Allow user to edit their availability

Allow user to edit their photo

Allow project mentor to select desired projects

Allow personal mentor to select desired personal mentees

Allow domain mentors to add domain and expertise ratings

Allow administrators to view and edit user profiles

Allow mentees to assign tickets to his/her personal mentor.

Allow personal mentor to see the ticket created by their mentees.

Allow personal mentor to comment the ticket created by their mentees.

Allow Domain mentor in tier 1 to escalate the ticket to a Domain Mentor in tier 2

Allow user to select a specific priority for a new ticket.

Allow administrator to change the priority waiting time.

Allow the system to automatically reassign the tickets.

Allow admin to pull reports on mentors.

Allow admin to pull reports on mentees.

Allow admin to pull reports on Tickets.

Allow admin to research on the utilization of tickets created.

Allow admin to research on the utilization of tickets closed.

Allow admin to research on the utilization of tickets duration (time opened to closed)

Allow admin to research on the time that takes mentors to answer.

Allow admin to research on the tickets that are still open (may or may not be answered).

Allow admin to research on the tickets that are currently unanswered.

Allow admin to get system suggestion on what kind of mentors to find (based on frequent mentee subdomains).

Allow a potential mentor to register for a mentor account from a new landing page.

Allow a Project Mentor to apply by selecting projects they like or deferring the decision to the system.

Allow a Personal Mentor to apply by selecting students they like or deferring the decision to the system.

Allow a Domain Mentor to apply by selecting topics they’re proficient in.

Allow a Domain Mentor to suggest new domains.

Allow Project Mentor to approve/reject projects suggested by an admin.

Allow Domain Mentor to approve/reject topics suggested by an admin.

Allow Personal Mentor to approve/reject mentee suggested by an admin.

Allow admin to view pending applications

Allow admin to approve/reject Projects in a Project Mentor Application

Allow admin to propose Projects in a Project Mentor Application

Allow admin to approve/reject Mentees in a Personal Mentor Application

Allow admin to propose Mentees in a Personal Mentor Application

Allow admin to approve/reject Domains in a Domain Mentor Application

Allow admin to propose Domains in a Domain Mentor Application

Allow admin to review domains recommended by mentor

Allow admin to view open invitations/re-invites

Allow admin to customize the body of the message while sending an invite

Allow admin to send a re-invite

Allow admin to gain insight on site usage through admin dashboard

Allow admin to gain insight on a particular project

Allow admin to gain insight on a particular user

Allow admin to gain insight on a particular domain

Allow admin to gain insight on a particular subdomain

Allow admin to view tickets

Allow admin to manage tickets

Allow admin to use an advanced search for tickets.

**Remote Judge**

The current system shall allow instructors to set the grading rubric.

The current system shall allow judges to grade students based on the rubric.

The current system shall allow students to view their scores.

The current system shall allow judges and student to use video chat.

The system shall allow judges to judge a senior project student remotely.

The system shall allow judges and students the uses of a virtual whiteboard.

The system shall allow judges to see the students resume.

The system shall allow judges to access the rubric.

The system shall allow desktops to share view.

**Current Virtual Job Fair System’s User Requirements**

The current system shall requires users and employers to register

The current system shall requires users and employers to validate their account

The current system shall allow users and employers to edit their profile

The current system shall allow users and employers to participate in a video interview

The current system shall allow users and employers to interact with a text chat tool

The current system shall allow students to upload a resume

The current system shall allow students to include LinkedIn profiles

The current system shall allow employers to search for candidates based on skills

The current system shall allow employers to view candidate profiles

The current system shall allow employers to send messages candidates

The current system shall require Administrators to validate employers

The current system shall require username and password to log in

The current system shall allow users to reset forgotten passwords if validation challenge is successful

The current system shall requires login to view user profiles

The current system shall hashes and salts passwords prior to storing in database

The current system shall sanitizes SQL queries to prevent SQL injections

The current system shall allow users to create a new shared document.

The current system shall allow students and employers to start using the whiteboard functionality

The current system shall allow students and employers to upload an image to share during an interview

The current system shall allow students to view images uploaded by the other party in an interview

The current system shall allow students and employers show or restore a whiteboard session

The current system shall allow students and employers to select an image to upload to the server for sharing purposes

The current system shall allow students and employers to draw using the whiteboard

The current system shall allow students and employers to change the color of the drawing pencil tool

The current system shall allow students and employers to type text into the whiteboard

Allow students and employers to clear the drawings of the whiteboard

The current system shall allow students and employers to partially erase drawings from the whiteboard

The current system shall allow users to create a new document.

The current system shall allow users to invite another user to a shared document.

The current system shall allow users to delete a shared document.

The current system shall allow users to import a document.

The current system shall allow users to export a document.

The current system shall allow users to rename a document.

The current system shall allow users to save a shared document.

The current system shall maintain access boundaries between non-collaborating accounts.

The current system shall allow FIU Computer Science Seniors to login using their FIU SCIS credentials.

The current system shall allow students and employers to share their screens

The current system shall allow student and employers to view each other’s screen.

The current system shall allow employers to contact students through SMS

The current system shall allow students and employers to receive SMS notifications

The current system shall allow student and employers to confirm their phone numbers through SMS validation.

## 2.4 Alternative Solutions

## 2.4.1 Description of Alternatives

**Web Application Framework**

**1.** CakePHP, is an open source web application framework that was designed following the concepts of Ruby on Rails. It became public in 2006.

**2.** Yii, is a component-based framework which uses MVC software architecture in an object oriented environment.

**3.** Codeigniter, is an open source rapid development web application framework in building dynamic web sites with PHP.

**Data Base Management System**

**4.** PostgreSQL, is an open-source Object-Relational DBMS with emphasis on extensibility and standards-compliance.

**5.** Microsoft SQL Server 2012, is a relational DBMS developed by Microsoft.

**6.** MySQL it is the second most widely used open-source relational DBMS.

**Remote Utilities**

**7.** CrossLoop, is a secure-sharing tool that can be used for the remote judge module. It is a remote desktop application that allows users to share their computer screens and collaborate with others over the Internet.

**8.** Join.me, is a free website that allows desktop sharing, which is a common technology that focuses on remote access and collaborations among computers.

**Ticket System - Workflow**

**9.** Osticket, an open source ticket system that can route inquires, created online or through forms into a web platform. This allows easy creation of tickets and a base to route mentors and mentees. It is written in PHP and allows connectivity with MySQL.

**10.** eTicketSupport, a PHP based open source support ticket service that also allows a simple helpdesk type platform. This would facilitate the interaction of tickets created on the platform, while maintaining continuity of languages.

**Integration – Communication**

**11.** JSON Files, used primarily to transmit data between a server and web application. The format use to create a Json file is human readable.

**12.** XML, was designed for transport data over the internet. Many APIs support XML

**13.** Plain Text, used for some PHP developer for transport data in a faster way. Sometimes is hard to implement an API that recognizes the format.

## 2.4.2 Selection Criteria

This section establishes the different criterion used to compare each alternative solution. The

Feasibility criteria are: Operational, Technical, Schedule and Economic.

**Operational Feasibility**

**Performance**

• Does the system provide adequate throughput and response time?

**Information**

• Does current system provide end users and managers with timely, accurate, useful, and pertinent information?

**Economy**

• Does current system provide cost-effective information services to the business?

• Could it be a reduction in cost?

**Control**

• Does current system guarantee accuracy of the data and information?

**Efficiency**

• Does current system make maximum use of available resources to include people, time, and flow of forms?

**Services**

• Does current system provide reliable services, is it flexible and expandable?

**Technical Feasibility**

**Practicality**

• Is relevant technology mature enough to be easily applied to our problem?

**Availability**

• Is the technology available?

**Technology**

• Do we currently possess the necessary technology?

**Expertise**

• Do we possess the necessary technical expertise needed to develop, and is the schedule reasonable?

**Scheduled Feasibility**

**Training**

• How long would it take to train the developer in other to design and implement the solution?

**Schedule Risk**

• Are the project deadlines reasonable, mandatory or desirable?

• How long the solution will take to be designed and implemented?

**Deadlines**

• Is the project going to meet the proposed deadlines?

• If the project overruns, what are the consequences?

**Economic Feasibility**

**Infrastructure**

**Cost of the required infrastructure.**

**Design and Development**

• Cost to design and develop.

• Cost to installation and conversion.

**Operational**

• Cost to maintain the system and the personnel.

## 2.4.3 Analysis of Alternatives

**Alternative 1 (Yii)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 4.2 | * Tools are easy to understand. * Open source with unlimited active sections. * Knowledgeable in both tools. * became popular | * + Lack of books and tutorials   + Code is not as easy to follow that with other leading frameworks |

**Alternative 2 (Cake-PHP)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 3.0 | * Easy to understand * Open Source * Easy to understand * Free, as well as a limited number of session in CrossLoop. * Have extended libraries with multiple functionalities already implemented. | * Is not easy to link with the existing web application framework Yii. * Training is required. |

**Alternative 3 (Codeigniter)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 5.0 | * Plenty of documentation * Open Source * Easy to learn * Large developer community | * PHP only and not OO in some parts. * It is not built-in Object relational mapping. |

**Alternative 4 (PostgreSQL)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 3.2 | * Fast and reliable * It is currently used at FIU as part of the Database Management class * It is open-source * Low cost of maintenance | * Training required * Support limited number of programming languages * Does not support PHP |

**Alternative 5 (Microsoft SQL Server)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 4.1 | * No training required * Support PHP * Support multiples APIs, such as ODBC, OLE DB * Low cost of maintenance | * Server can only run on a Windows Machine |

**Alternative 6 (MySQL)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 5.0 | * No training required * Supported on multiple OS * Support PHP * Low cost of maintenance * Currently being use by the Virtual Job Fair Platform | * None found so far |

**Alternative 7 (Crossloop)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 4.0 | * It is free of charge | * Customer support difficult to obtain even for paid versions |

**Alternative 8 (Join.me)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 3.9 | * It is free of charge * Easy to use | * Terms and conditions could lead you into a trap |

**Alternative 9 (Osticket)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 5.0 | * No training required. * Supports PHP. * Supports MySQL. * Allows unlimited supply of tickets. * Customizable skin | * None found so far |

**Alternative 10 (eTicketSupport)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 3.8 | * No training required. * Supports PHP. * Supports MySQL. * Ticket creation via email or web form. * Customizable | * Non active support online. * Most recent update was in 2008. |

**Alternative 11 (JSON)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 4.7 | * It is already implemented successfully in virtual Job Fair website because Yii framework supports it. * Simpler than any other data sharing tools * It is widely recognized as the best tool for sharing data (data is stored in arrays) | * The API’s need to support Json * Limited to store classic data types like (less extensibility) |

**Alternative 12 (XML)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 4.0 | * Constitutes the traditional solution to data sharing problems. * Allows to enter any type of data (open extensibility) * Best when sharing documents (keeps format). | * Data is stored in trees * Security risks: Possibility of viruses and spywares among data transfer (because of its open extensibility) |

**Alternative 13 (Plain text)**

|  |  |  |
| --- | --- | --- |
| **Rating** | **Pros** | **Cons** |
| 1.0 | * Could result in faster data transfer | * Extremely hard to implement. All code complexity needs to be typed in to obtain an even tiny result. * Very hard to read |

## 2.5 Recommendations

What we recommend to implement in our Collaborative Platform system is a consequence of all the comparison charts from the previous section. The selection of any software to conduct our work follows the higher rating established among similar software after analyzing the pros and cons.

**Framework implementation**:  In order to continue with the same workflow of the previous virtual job fair projects and in order to create continuity in previously used technologies we recommend to keep using Yii Framework because of its MVC architecture model and it will adapt perfectly to the mentoring and remote judge modules.

**Data Transfer:** Because it was already implemented in Virtual Job Fair and Mobile Judge Platform, JSON tool for data transfer is still the favored choice.

**Database development:** Given its elevated rating after analysis and because it has been used without any relevant issues on previous projects of Job Fair, Remote Judge and Senior Website, MySQL will be our election for the database design in the elaboration of our mentoring platform. This decision will also help to eliminate any compatibility issues that could arise during the process.

**Ticket System:** OsTicket stands out first in our decision to implement our customer support ticket system for the mentoring website. It has a plethora of available tools built in and has a wide user base for community support if issues arise.

# Project Plan

This section describes the project plan which includes the project organization, in the software development process. The section 3.1.1 offers the project personal organization and the section 3.1.2 includes the hardware and software resources. Lastly, section 3.2 includes the identification of task, milestone and deliverables with a specific work breakdown and cost estimates.

## 3.1 Project Organization

This section will explain individual roles and assignment of responsibilities among team members. It will also give a detailed explanation for software and hardware components required to carry out the development of the system.

### 3.1.1 Project Personnel Organization

This section describes the assignment of roles during the project

For this project, each of three members will be in charge of adding at least two new pieces of functionality to the system.

Henry D. Muniz Romero will be responsible for developing an Internal Mail Service to use within the platform. In addition, will be responsible for the system notifications that keep the user in sync with what is happening in the platform. Finally, he will develop an administration menu for the System Administrator to manage users, invitations, domains, subdomains, and projects.

Lorenzo A. Sanchez My will be responsible to implement some functionalities of the mentoring subsystem such as allows users to create tickets, upload files for a ticket, append comments to a ticket, allow a project mentor to set up meeting with their respective mentees, allow administrator to monitor the upcoming meetings between project mentors and mentees. Also, write an algorithm that allows the system auto assign a ticket to the most appropriate domain mentor expert in the field based on domain specified in the ticket and mentor availability.

Steven S. Sanabria will be responsible for the user access point and registration subsystem. This includes the log in, log out and registration into the collaborative platform site. In addition, he is responsible for the user profile management; this includes allowing users to set up their availability, which will be vital in determining their allowable involvement. Domain mentors will be able to add domains and rate themselves for each skillset. Project mentors and Personal mentors will be able to select projects and mentees, respectively. Lastly, administrators will also be allowed to edit each user’s profile – as desired.

Ramon Gomez will be responsible to implement some functionalities of the mentoring subsystem such as allow domain mentors in tier 1 to escalate tickets when the question is beyond of what a tier 1 domain mentor should know. Also add priorities in the tickets. In addition, he is responsible to allow the system to automatically reassign the tickets when they are not answered based in its priority. Also, Ramon is responsible to allow mentee to assign tickets to his/her personal mentor and allow the personal mentors to make comment in tickets created by his/her mentees. Also Ramon is going to add new notifications to the system, for example new notifications are going to be sending when the ticket is closed, escalated or automatically reassigned.

Jonathan Santiago is responsible to integrate CP with SPW. He will be bringing projects and mentees (triggered automatically and manually) from SPW to CP and relate them accordingly. Also he will give the mentees the ability to login to CP using their FIU Google credentials just like they do in SPW. In addition Jonathan will improve the registration process by allowing the admin to register all types of types: project, domain and personal. The admin will also have the ability to edit the roles of any user. Jonathan will also be involved in improving the user interface in multiple sections of the system.

Nicholas Madariaga is responsible for developing the self-serve account registration and Mentorship Applications. A new access point will be provided for potential Mentors. The new registration form will store more the work experience and education of the Mentor. The mentorship applications will involve the different steps and layouts for each mentor role that is defined: project, personal, and domain expert. The Project Mentor Application provides detailed information on projects and the ability to select what projects the mentor is interested in or have them automatically assigned by the system. The Personal Mentor Application involves basic information and the ability to select what students he does wish to mentor and provides the option to defer selection to the system. The Domain Mentor Application will provide details of each domain and the ability to select what domains and subdomains they’re more knowledgeable in along with the ability to rate their proficiency. Client side validation and user verification will be provided for user registration and all Mentor Applications. Lastly, he will implement a way to handle any mentorship proposals sent by an admin. He will also be involved with fixing miscellaneous bugs that are found on the module. Throughout development User Experience is a primary focus. He will also have the role of being the tester and project manager for Jonathan Sanchez.

Jonathan Sanchez is responsible for an overhaul of the admin dashboard and new features - Users, Domain, Projects, Tickets, Invitation, and Application pages. The Users page will just get a look overhaul and an advanced search feature. Users will be clickable where a popup modal will show details relating to the user. The Domain page will be merged into one single page with a domain subsection and a subdomain subsection. Domains will be clickable where a popup modal will show details relating to the domain. The Projects page will have the same look as well and not much will be done beyond look update. Projects will be clickable where a popup modal will show details of project. The invites page will show any open invitations and clicking on an invite will show details as well as re-invites. There will be an addition to the “Manage” drop down; we will be adding “Tickets” and “Applications”. The tickets page will have a list of all tickets and an advanced search function. The Applications page will show any pending applications requiring the action of an admin. The visual aspects of these updates will primarily be focused on improving the User Experience and making things more intuitive. The homepage will have a way for the admin to gain insight on system use which will include outstanding tickets, longest ticket response, average ticket response from tier 1 and tier 2. He will also have the role of being the tester and project manager for Nicholas Madariaga.

Adrian Alfonso is responsible for the administrator reporting functionality on Mentees, Mentors and Tickets. Each of those reports will only be accessible to the administrator. Every report will include information relevant (columns) to the querying entity (i.e. Tickets). The columns of every report can be clicked and the report will be sorted by that column. Each column the report will have a filter control that when the user inputs information will make the report to filter by that parameter. Each column of the report can be reordered via drag-drop. The user can scroll the report horizontally in order to see more columns. Additionally, there will be implemented an utilization dashboard where the administrator can visualize statistics on tickets in several ways. The statistics in that dashboard include: Amount of tickets created, amount of tickets closed, average time of ticket duration, average time of mentor to answer the ticket, tickets currently open and tickets unanswered. Each of those statistical visualization will be configured by the administrator following different dimensions (i.e. Tickets created by day, Tickets created by month, Tickets created by year, Tickets created by mentee, etc). Last but not least, the developer Adrian Alfonso will implement an analytical report that will suggest to the administrator what kind of mentors to find. That analytical report will pull all the tickets sub-domains for every mentee and it will suggest not only the most frequent sub-domains; it will also output the most frequent combinations of questions that a mentee may have.

Jorge Travieso is responsible for the Collaborative Tools that allows users among the system to easily schedule real-time videoconferences. The Collaborative Tools module will allow users to interact through audio, video and chat while they collaborate using a virtual whiteboard or share their screens. The users will be able to schedule the meetings in three different ways: on-demand, i.e., at the time being, ahead of time or from a ticket (mentors only). Every user will have access to this module from the main menu and will see a listing of today’s, upcoming and past meetings by navigating to it. Each meeting entry in the will display the basic information, i.e., subject, participants, notes, and time, along with a link to join the meeting and accept/reject invitation buttons. The participants will be classified into two groups: moderators and invitees. A moderator is the meeting creator and is the only one that can initiate a videoconference, cancel or delete it. On the other hand, invitees will receive an invitation from the moderator after the meeting is scheduled, with the option to accept or reject it. Any invitation that is accepted/rejected will be reflected on the meetings listing so that participants know the invitations status. In addition, moderators will be able to delete and cancel a meeting at any time. The meetings room will have a nice layout that allows multiple users to be shown on the left side of the screen while the center will be utilized to show a virtual whiteboard and the rightmost space will be used for a chat-room.

|  |  |  |
| --- | --- | --- |
| **Name** | **Roles** | **Assigned task based on functional requirements** |
| Lorenzo Sanchez | Developer / Team Leader | **Mentoring Subsystem.**   * Auto assign the most appropriate domain mentor to a ticket. * Allow administrator to reassign the ticket to other domain mentor. * Allow project mentor to retrieve the description of the projects assigned. * Allow project mentor to retrieve all the mentees for each project. * Allow project mentor to set up meetings with his/her mentees. * Allow project mentor to retrieve all the upcoming meetings. * Allow project mentor to assign ticket to other project mentor. * Allow project mentor to see the ticket created by their mentees. * Allow mentees to assign tickets to his/her project mentor. * Allow user create a ticket. * Allow user to select a specific domain for a new ticket. * Allow user to select a specific sub domain. * Allow user to upload file to a ticket. * Allow user to download file from a ticket. * Allow user to append comments to a ticket. * Allow user to retrieve all the details of the ticket of the ticket that he/she created or was assigned. * Allow user to close a ticket. * Allow user to reject a ticket. |
| Henry D. Muniz Romero | Developer / DB Admin | **Communication & Notification Subsystem**   * Allow users to send a message to another user. * Allow users to read a message. * Allow users to delete a message. * Send ticket due email notification. * Send new message email notification. * Send password change email notification. * Send profile change email notification. * Send ticket assigned email notification. * Send comment added to a ticket email notification.   **Mentoring Subsystem.**   * Allow System Administrators (SA) to create new administrators. * Allow SA to change user profile information and scope. * Allow SA to manage Domains and Sub-Domains. * Allow SA to disable and enable users. * Allow SA to send invitations * Allow SA to manage projects |
| Steven Sanabria | Developer / Web Master | **Registration and Access Point Subsystem**   * Allow the user to register. * Allow the user to log in. * Allow the user to log out. * Allow the user to retrieve forgotten password.   **Mentoring Subsystem**   * Allow users to edit their availability * Allow users to edit their photo * Allow project mentor to select desired projects * Allow personal mentor to select desired personal mentees * Allow domain mentors to add domain and expertise ratings * Allow administrators to view and edit user profiles |
| Ramon |  | **Mentoring Subsystem**   * Allow mentees to assign tickets to his/her personal mentor. * Allow personal mentor to see the ticket created by their mentees. * Allow personal mentor to comment the ticket created by their mentees. * Allow Domain mentor in tier 1 to escalate the ticket to a Domain Mentor in tier 2 * Allow user to select a specific priority for a new ticket. * Allow administrator to change the priority waiting time. * Allow the system to automatically reassign the tickets.   **Communication & Notification Subsystem**   * Send ticket closed email notification. * Send ticket not available mentor email notification in the Automatic Reassign. * Send ticket reassigned email notification to admin when the ticket was automatically reassigned three times. * Send ticket escalated email notification. |
| Jonathan Santiago |  | **Integration with SPW**   * Allow admin to import data from SPW manually * Allow the system to import data(students/projects) from SPW automatically * Allow senior project students to login with their FIU Google login credentials * Allow system to update reassign projects based on changes made in SPW * Allow system to update reassign mentors based on changes made in SPW   **Registration**   * Allow the admin to register mentors (project/domain/personal) * Allow admin to edit mentors roles * Allow mentors to login with credentials provided by admin |
| Nicholas Madariaga | Developer/  Tester/  Project Manager | **Self-Registration**   * Provide a separate access point for users without accounts * Allow users to register for an account themselves * Allow users to provide information about education, work experience and skills * Provide detailed information about mentees, projects and domains within their respective applications * Allow mentors to apply for mentorships once logged in * Allow mentors to choose mentees manually or defer the choice to the system when applying for Personal Mentorship * Allow mentors to choose projects manually or defer the choice to the system when applying for Project Mentorship * Allow mentors to rate their proficiency when applying for domain mentorship * Allow mentors to recommend new domains * Provide user verification for all appications * Provide client side validation for all applications   **Mentor Dashboard**   * Allow mentors to apply for new mentorships from and all-in-one Mentor Application portal * Allow mentors to begin their mentorships whenever approved by an admin * Allow mentors to look over counter-offers made by an admin * Allow mentors to accept, deny or counter the offer made by the admin * Allow mentors to re-apply for mentorship when there is no application pending |
| Jonathan Sanchez | Developer/  Tester/  Project Manager | **Admin Dashboard / Manage Pages**   * Allow admin to view pending applications * Allow admin to invite Mentors through email * Allow admin to view open invitations/re-invites * Allow admin to send a re-invite * Allow admin to gain insight on site usage through admin dashboard * Allow admin to gain insight on a particular project * Allow admin to gain insight on a particular user * Allow admin to gain insight on a particular domain * Allow admin to gain insight on a particular subdomain * Allow admin to view tickets * Allow admin to manage tickets * Allow admin to use an advanced search for tickets. * Allow admin to customize the body of the message while sending an invite   **Admin Approval**   * Allow admin to approve/reject Projects in a Project Mentor Application * Allow admin to propose Projects in a Project Mentor Application * Allow admin to approve/reject Mentees in a Personal Mentor Application * Allow admin to propose Mentees in a Personal Mentor Application * Allow admin to approve/reject Domains in a Domain Mentor Application * Allow admin to propose Domains in a Domain Mentor Application * Allow admin to review domains recommended by mentor |
| Adrian Alfonso | Developer/  Tester/  Project  Manager | **Admin Reports**   * Allow admin to pull reports on mentors. * Allow admin to pull reports on mentees. * Allow admin to pull reports on Tickets. * Allow admin to research on the utilization of tickets created. * Allow admin to research on the utilization of tickets closed. * Allow admin to research on the utilization of tickets duration (time opened to closed) * Allow admin to research on the time that takes mentors to answer. * Allow admin to research on the tickets that are still open (may or may not be answered). * Allow admin to research on the tickets that are currently unanswered. * Allow admin to get system suggestion on what kind of mentors to find (based on frequent mentee subdomains). |
| Jorge Travieso | Developer/  Tester/ | **Collaborative Tools**   * Allow users to schedule meetings on-demand. * Allows users to schedule meetings ahead of time. * Allow mentors to schedule meetings from a ticket. * Allow users to see/hear each other during videoconferences. * Allow users to use the chat-room during videoconferences. * Allow users to have a whiteboard to draw and share it during videoconferences. * Allow users to share their screens with the other meeting participants. * Allow users to stop sharing their screens with the other meeting participants. * Allow users to invitee others during a videoconference. * Allow invitee to accept a video conference invitation * Allow invitee to reject a video conference invitation * Allow moderators to delete their videoconferences. * Allow moderators to cancel their videoconferences. |

### 3.1.2 Hardware and Software Resource Requirements

**Hardware Requirements:**

* 2 personal computers (Maverick OS, Windows 7, or Windows 8)

**Software Requirements:**

* XAMPP v1.8.3-5
  + Apache v.2.4.10
  + MySQL v5.6.20
  + PHP v5.5.15
  + phpMyAdmin v4.2.7.1
  + HTTPS
* Eclipse/Netbeans
* Yii Framework
* Linux
* Osticket
* Codeigniter

## 3.2 Identification of tasks, milestones, and deliverables

Outlined below are the milestones required for the development of this web platform.

**Version 1.0**

|  |  |  |
| --- | --- | --- |
| **Checkpoint** | **Description** | **Date** |
| **Milestone 1** | Feasibility and Project Plan | 2/3/2014 |
| **Milestone 2** | Requirements Document | 2/17/2014 |
| **Milestone 3** | Design Document | 3/3/2014 |
| **Milestone 4** | Testing Requirements | 3/31/2014 |
|  | **Implementation & Unit Testing** | 3/17/2014 |
|  | **Integration & System Testing** | 3/31/2014 |
| **Milestone 5** | Poster Due Date | 4/14-25/2014 |
|  | **Group Presentation** | 4/21/2014 |
|  | **Final Showcase** | 4/25/2014 |

**Version 2.0**

|  |  |  |
| --- | --- | --- |
| **Checkpoint** | **Description** | **Date** |
| **Milestone 1** | Feasibility and Project Plan | 7/7/2014 |
| **Milestone 2** | Requirements Document | 7/10/2014 |
| **Milestone 3** | Design Document | 7/12/2014 |
| **Milestone 4** | Testing Requirements | 7/13/2014 |
|  | **Implementation & Unit Testing** | 7/13/2014 |
|  | **Integration & System Testing** | 7/13/2014 |
| **Milestone 5** | Poster Due Date | 7/18/2014 |
|  | **Group Presentation** | 7/25/2014 |
|  | **Final Showcase** | 7/25/2014 |

**Version 3.0**

|  |  |  |
| --- | --- | --- |
| **Checkpoint** | **Description** | **Date** |
| **Milestone 1** | Feasibility and Project Plan | 12/10/2014 |
| **Milestone 2** | Requirements Document | 12/10/2014 |
| **Milestone 3** | Design Document | 12/10/2014 |
| **Milestone 4** | Testing Requirements | 12/10/2014 |
|  | **Implementation & Unit Testing** | 12/10/2014 |
|  | **Integration & System Testing** | 12/10/2014 |
| **Milestone 5** | Poster Due Date | 12/08/2014 |
|  | **Group Presentation** | 12/12/2014 |
|  | **Final Showcase** | 12/12/2014 |

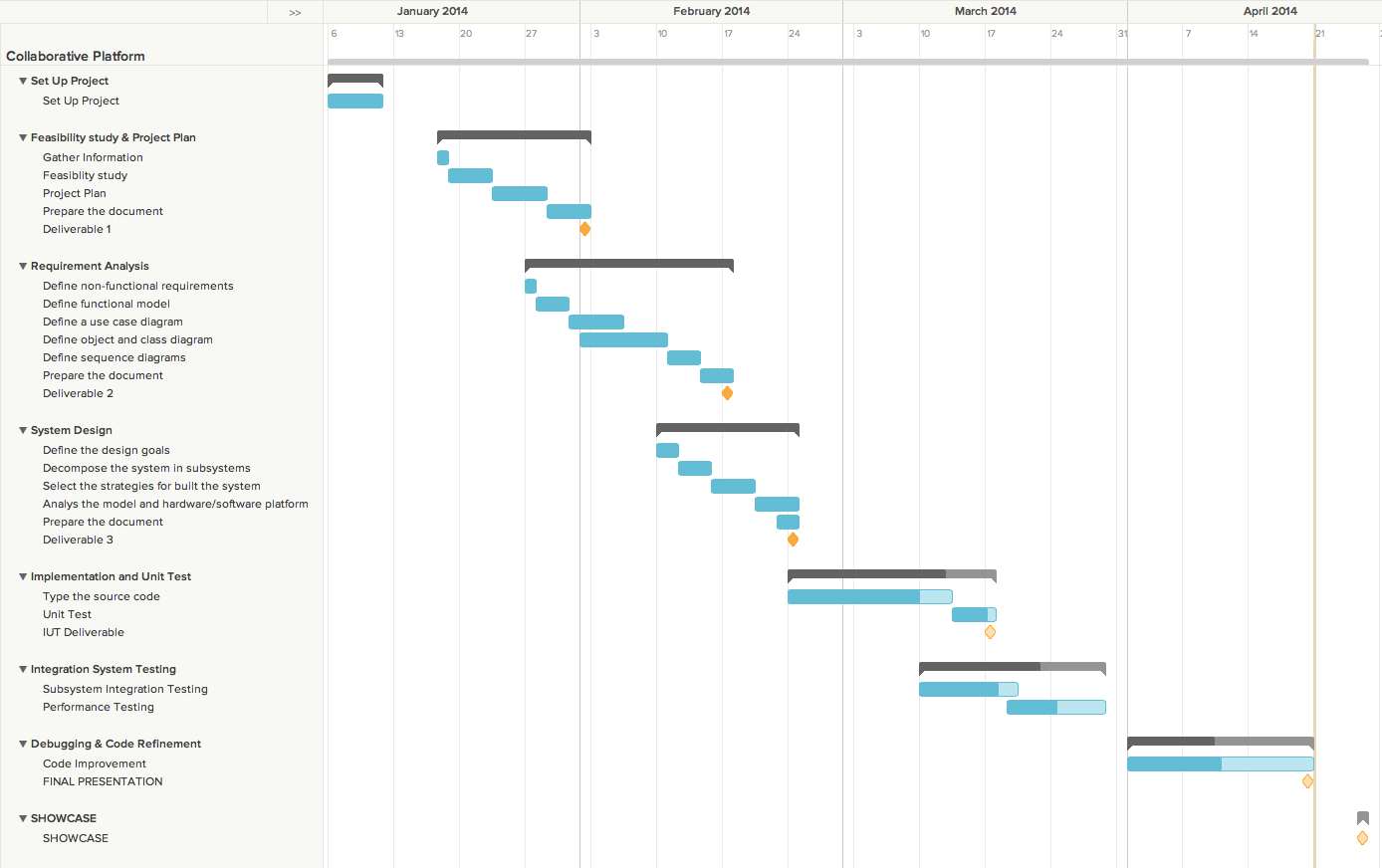
**Version 5.0**

|  |  |  |
| --- | --- | --- |
| **Checkpoint** | **Description** | **Date** |
| **Milestone 1** | Feasibility and Project Plan | 4/20/2015 |
| **Milestone 2** | Requirements Document | 4/21/2015 |
| **Milestone 3** | Design Document | 4/22/2015 |
| **Milestone 4** | Testing Requirements | 4/22/2015 |
|  | **Implementation & Unit Testing** | 4/22/2015 |
|  | **Integration & System Testing** | 4/22/2015 |
| **Milestone 5** | Poster Due Date | 4/24/2015 |
|  | **Group Presentation** | 5/1/2015 |
|  | **Final Showcase** | 5/1/2015 |

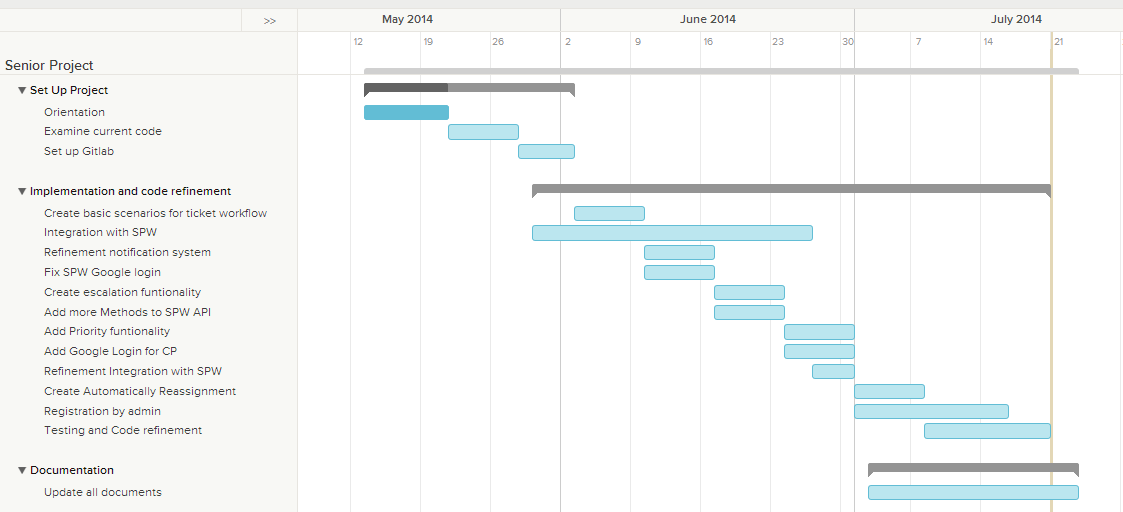
## 4.1 Appendix A – Project Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| **Tasks Name** | **Duration (days)** | **Start** | **End** |
| Assign Scrum Roles | 1 | 1/20/2015 | 1/20/2015 |
| Collect User Stories | 1 | 1/21/2015 | 1/21/2015 |
| Requirement Analysis | 1 | 1/22/2015 | 1/22/2015 |
| Create Product Backlog | 1 | 1/23/2015 | 1/23/2015 |
|  |  |  |  |
| Setup Development Environment | 1 | 1/26/2015 | 1/26/2015 |
| Initial Feasibility Study | 1 | 1/27/2015 | 1/27/2015 |
| Initial Project Plan | 1 | 1/28/2015 | 1/28/2015 |
| Initial System Design | 1 | 1/29/2015 | 1/29/2015 |
| Initial Object Design | 1 | 1/30/2015 | 1/30/2015 |
|  |  |  |  |
| Sprint 1 planning and Deliverable 1 | 1 | 2/2/2015 | 2/2/2015 |
| Implementation, testing and dayly scrums. | 5 | 2/3/2015 | 2/9/2015 |
| Implementation, testing and dayly scrums. | 5 | 2/10/2015 | 2/12/2015 |
| Implementation, testing and sprint 1 review. | 1 | 2/13/2015 | 2/13/2015 |
|  |  |  |  |
| Sprint 2 planning and Deliverable 2 | 1 | 2/16/2015 | 2/16/2015 |
| Implementation, testing and dayly scrums. | 5 | 2/17/2015 | 2/20/2015 |
| Implementation, testing and dayly scrums. | 5 | 2/23/2015 | 2/26/2015 |
| Implementation, testing and sprint 2 review. | 1 | 2/27/2015 | 2/27/2015 |
|  |  |  |  |
| Sprint 3 planning and Deliverable 3 | 1 | 3/2/2015 | 3/2/2015 |
| Implementation, testing and dayly scrums. | 5 | 3/3/2015 | 3/6/2015 |
| Implementation, testing and dayly scrums. | 5 | 3/16/2015 | 3/19/2015 |
| Implementation, testing and sprint 3 review. | 1 | 3/20/2015 | 3/20/2015 |
|  |  |  |  |
| Sprint 4 planning and Deliverable 4 | 1 | 3/23/2015 | 3/23/2015 |
| Implementation, testing and dayly scrums. | 5 | 3/24/2015 | 3/27/2015 |
| Implementation, testing and dayly scrums. | 5 | 3/30/2015 | 4/2/2015 |
| Implementation, testing and sprint 4 review. | 1 | 4/3/2015 | 4/3/2015 |
|  |  |  |  |
| Sprint 5 planning and Deliverable 5 | 1 | 4/6/2015 | 4/6/2015 |
| Implementation, testing and dayly scrums. | 5 | 4/7/2015 | 4/10/2015 |
| Implementation, testing and dayly scrums. | 5 | 4/13/2015 | 4/16/2015 |
| Implementation, testing and sprint 5 review. | 1 | 4/17/2015 | 4/17/2015 |
|  |  |  |  |
| Finalize Feasibility Study & Project Planning Document and Deliverable 6 | 1 | 4/20/2015 | 4/20/2015 |
| Finalize Requirement Document | 1 | 4/21/2015 | 4/21/2015 |
| Finalize Design Document | 1 | 4/22/2015 | 4/22/2015 |
| Finalize the "Final Document" (Final Deliverable) | 1 | 4/23/2015 | 4/30/2015 |

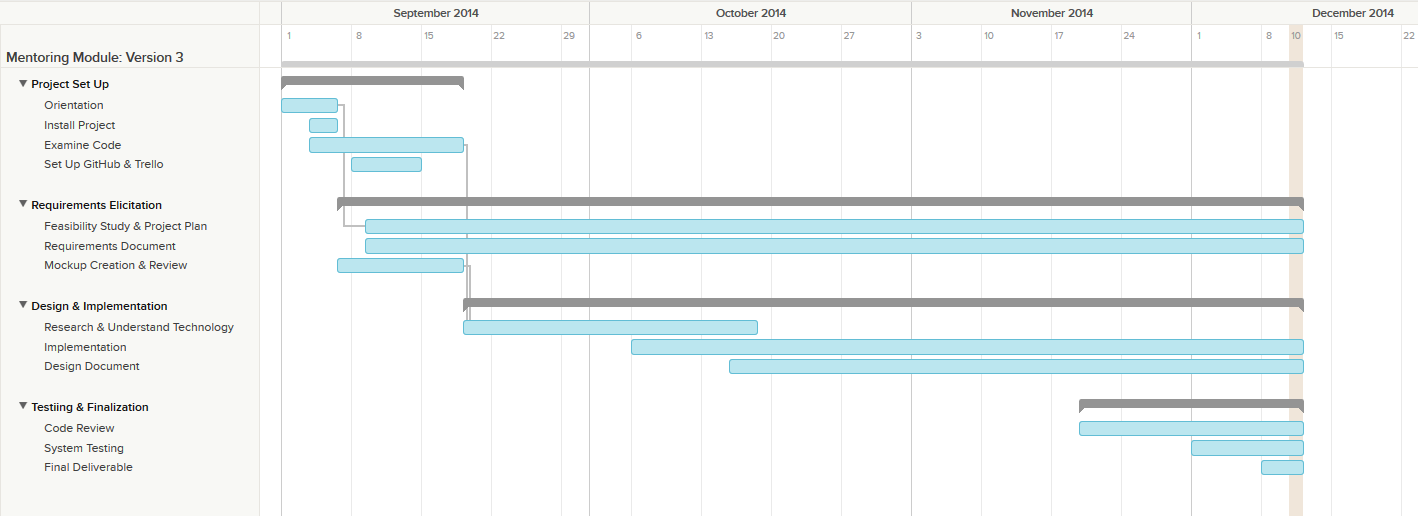
**Spring 2014**



**Summer 2014**



**Fall 2014**



**Spring 2015**



## 4.2 Appendix B – Feasibility Matrix

|  |  |
| --- | --- |
| **Feasibility Criteria** | **Description** |
| Operational feasibility | The proposed system will solve all the issues encountered during the system requirements process. So, the new system is operationally feasible. |
| Technical feasibility | The collaborative platform is a system that it will be developed for the computer science department. So, all the resources needed to develop the system are available for the team. |
| Schedule feasibility | The project is very well spread out according to the academic calendar of Spring 2015. Team members and our mentor agree that the amounts of the requirements are enough to be completed within the given timeframe. |
| Economic feasibility | The team will not spend money to develop the project, because it is not required to pay for software (since it is open source) and hardware (supplied through personal computer or FIU Lab). |

## 4.3 Appendix C – Cost Matrix

|  |  |
| --- | --- |
| **Item** | **Item Cost** |
| Hardware (Personal Laptops) | $ 0.00 |
| Hardware (FIU Lab) | $ 0.00 |
| Software (Open Source) | $ 0.00 |
| Total Cost | $ 0.00 |

## 4.4 Appendix D – Diary of Meetings

|  |  |
| --- | --- |
| **Date:** | 1/17/14 |
| **Duration:** | 1 hour and a half |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria  Prof. Caraballo |
| **Summary of discussion:** | Discussing the requirements and features of the system purpose |

|  |  |
| --- | --- |
| **Date:** | 1/18/14 |
| **Duration:** | 3 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria |
| **Summary of discussion:** | Discuss features and brainstorm the problem and possible solutions. |

|  |  |
| --- | --- |
| **Date:** | 1/22/14 |
| **Duration:** | 2 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria, Juan Caraballo |
| **Summary of discussion:** | Review the first draft. Discussing the project problem and system solution. |

|  |  |
| --- | --- |
| **Date:** | 1/23/14 |
| **Duration:** | 2 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria |
| **Summary of discussion:** | Work on the feasibility report based on the feedback given by Juan. |

|  |  |
| --- | --- |
| **Date:** | 1/24/14 |
| **Duration:** | 1 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria, Juan Caraballo |
| **Summary of discussion:** | Prof. Caraballo provided feedback on our first feasibility & project plan draft |

|  |  |
| --- | --- |
| **Date:** | 1/25/14 |
| **Duration:** | 4 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria |
| **Summary of discussion:** | Work on the final feasibility & project plan document.  Assign specific functionalities of the propose system to each team member.  Work on the first presentation. |

|  |  |
| --- | --- |
| **Date:** | 1/29/14 |
| **Duration:** | 1 hour |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Juan Caraballo |
| **Summary of discussion:** | Redefined functionality in order to create breakdown of team assignments. |

|  |  |
| --- | --- |
| **Date:** | 1/30/14 |
| **Duration:** | 1 hour |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria, Juan Caraballo |
| **Summary of discussion:** | Break down workload on individual basis; discuss improvements for presentations on Monday. |

|  |  |
| --- | --- |
| **Date:** | 2/1/2014 |
| **Duration:** | 4 hours |
| **Participants:** | Lorenzo Sanchez, Anibal Sicilia, Henry Muniz, Steven Sanabria |
| **Summary of discussion:** | Finalize FSPP, begin work on use cases for RD.  Re-assign specific functionalities of the propose system to each team member.  Finalize slides for presentation. |

**Summer 2014**

|  |  |
| --- | --- |
| **Date:** | 5/15/14 2:40 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari, Jesus Jordan.  Prof. Caraballo |
| **Summary of discussion:** | To review the documentation as team. |

|  |  |
| --- | --- |
| **Date:** | 5/15/14 8:00 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari, Jesus Jordan.  Prof. Caraballo |
| **Summary of discussion:** | To review the system requirements. |

|  |  |
| --- | --- |
| **Date:** | 5/17/14 |
| **Duration:** | 12 hour |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari |
| **Summary of discussion:** | Set up the system |

|  |  |
| --- | --- |
| **Date:** | 5/15/14 8:00 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari, Jesus Jordan.  Prof. Caraballo |
| **Summary of discussion:** | To review the system requirements. |

|  |  |
| --- | --- |
| **Date:** | 5/20/14 |
| **Duration:** | 2 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari |
| **Summary of discussion:** | Discuss the requirement within the members of the team |
| **Date:** | 5/22/14 |
| **Duration:** | 2 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez, Mohammed HAlbukhari, Jesus Jordan.  Prof.Sadjadi |
| **Summary of discussion:** | To clarify the system requirements. |

|  |  |
| --- | --- |
| **Date:** | 5/30/14 |
| **Duration:** | 1 hour and a half |
| **Participants:** | Ramon Gomez, Jesus Jordan.  Prof. Caraballo |
| **Summary of discussion:** | Basic scenarios in ticket workflow. |

|  |  |
| --- | --- |
| **Date:** | 5/31/14 |
| **Duration:** | 12 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | To Set GitLab. |

|  |  |
| --- | --- |
| **Date:** | 6/07/14 8:00 pm |
| **Duration:** | 4 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | To review the scheduling mechanism. |
| **Date:** | 6/16/14 8:00 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez.  Prof. Caraballo |
| **Summary of discussion:** | Ticket escalation process. |

|  |  |
| --- | --- |
| **Date:** | 6/24/14 8:00 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago.  Prof. Caraballo |
| **Summary of discussion:** | To review the registration scenarios. |

|  |  |
| --- | --- |
| **Date:** | 7/5/14 |
| **Duration:** | 6 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | Documentation |

|  |  |
| --- | --- |
| **Date:** | 7/8/14 8:00 pm |
| **Duration:** | 1 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez.  Prof. Caraballo |
| **Summary of discussion:** | To discuss user interface. |
| **Date:** | 7/12/14 |
| **Duration:** | 6 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | Documentation |

|  |  |
| --- | --- |
| **Date:** | 7/19/14 |
| **Duration:** | 8 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | Documentation |

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| **Date:** | 7/20/14 |
| **Duration:** | 8 hour and a half |
| **Participants:** | Jonathan Santiago,Ramon Gomez. |
| **Summary of discussion:** | Documentation |

### **Version 3**

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| --- | --- |
| **Date** | 09/03/2014 |
| **Location** | Telephone Conference |
| **Start** | 3:00 PM |
| **End** | 4:30 PM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Get background information about the Collaborative Platform and gather specifications and requirements for the next iteration of the site. |
| **Summary of Discussion** | Discussed purpose, objective, goals, and future of the site as well as what specific requirements Juan is looking to get done for the next iteration. Juan advised on best ways to communicate with him and gave tips on the project itself. Primary goals for site at this time is to complete the Registration Process for a Mentor and once that is done we can focus on other areas like makeover of the site, e.g. Admin dashboard, email invite by admin to mentor, tweaking registration process for added function. These other features will be completed as time allows. |
| **Assigned Tasks** | Nick and Jonathan:   * Verify GitHub accounts * Create Google Drive for Docs * Create Trello account * Get the local version of the Collaborative Platform working |

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| **Date** | 09/07/2014 |
| **Location** | Jonathan’s House |
| **Start** | 12:00 PM |
| **End** | 5:30 PM |
| **In Attendance** | Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Brainstorm the look of the site and come up with mockups. |
| **Summary of Discussion** | next meeting: 09/08 @ 9AM |
| **Assigned Tasks** | Nick and Jonathan:   * setup git on local system * type notes |

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| --- | --- |
| **Date** | 09/08/2014 |
| **Location** | ECS 237 |
| **Start** | 9:00 AM |
| **End** | 3:00 PM |
| **In Attendance** | Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Begin Feasibility and Requirements Documents to get a rough draft version. |
| **Summary of Discussion** | Go over mockups for features we are implementing.  Rough Draft - Feasibility document  Rought Draft - Requirements document |
| **Assigned Tasks** | * update trello with mockups * update trello with rough draft of docs |

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| **Date** | 09/10/2014 |
| **Location** | Telephone Conference |
| **Start** | 12:00 PM |
| **End** | 1:45 PM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Get juan to sign up to trello to review mockups |
| **Summary of Discussion** | Overview of admin dashboard and suggested features:   * insight on domain knowledge and how many mentors are assigned * insight on tickets (pending, avg ticket response.. etc) * insight on specific mentor stats (assigned tickets, longest response, total mentors and breakdown) * insight on project or student (project meeting, breakdown of pending tickets by project name) * pending mentor approvals * active mentors in current month vs last month   Overview of Mentor Registration and suggested features:   * Mentor registration is all about workflow   1. Mentor receives invitation   2. Mentor creates account with coplat   3. Mentor applies for mentorships of his choice   4. The application is sent out for review   5. Admin approves application   6. Mentor confirms or denies admins changes * Give option to sign up via LinkedIn * Admins should see all applications from any one mentor at once   The mockups have no context for juan so he gave us examples on how to do that for each feature we’re working with.  Mentor Dashboard   * tabled for implementation after self-registration, admin management panel, and back and forth of approvals of roles between admin and mentor   Mentor Application Response from Admin.   * what will the mockup look like for mentor once applciation returns from admin |
| **Assigned Tasks** | * Create scenarios for mockups so they can have context and be ready to present that for next meeting - tomorrow 8:30AM |

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| **Date** | 09/11/2014 |
| **Location** | Video Conference via Google Hangouts |
| **Start** | 8:30 AM |
| **End** | 11:20 AM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Go over mockups alongside workflow |
| **Summary of Discussion** | The plan is to have two seperate entry points for logging in:   1. For users with existing accounts 2. For new users   Review of Mentor Registration mockups:   * Account Registration   + From here let users know how long their applications could potentially take * Mentor Application Hub   + Mixed with account registration or not? * Personal Mentor Application   + Needs re-arranging and add name hover * Project Mentor Application   + Add criteria to automation   + Make similar to personal mentor * Domain Mentor Application   + Display Domains in need of help   + Add how many questions per month * All Applications need some way of cancelling/going back/redo * Mockup for deny/approval email   Review of Admin dashboard mockups: |
| **Assigned Tasks** | Update and add mockups based on what was discussed during this meeting so we can run through them again during the next meeting. |

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| --- | --- |
| **Date** | 09/12/2014 |
| **Location** | Video Conference via Google Hangouts |
| **Start** | 10:00 AM |
| **End** | 11:45 AM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Go over mockups alongside workflow round 2 |
| **Summary of Discussion** |  |
| **Assigned Tasks** |  |

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| --- | --- |
| **Date** | 09/14/2014 |
| **Location** | Jonathan’s House |
| **Start** | 1:30 PM |
| **End** | 3:30 PM |
| **In Attendance** | Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Dissect site, mockups, update trello. |
| **Summary of Discussion** | Continue to dissect site and try to understand the flow of information through the pages. |
| **Assigned Tasks** |  |

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| --- | --- |
| **Date** | 09/16/2014 |
| **Location** | Video Conference via Google Hangouts |
| **Start** | 11:00 AM |
| **End** | 12:15 PM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Review mockup revisions |
| **Summary of Discussion** | Additional changes suggested for mockups. Meeting tomorrow to review those changes as well. |
| **Assigned Tasks** | Revise Mockups |

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| **Date** | 09/17/2014 |
| **Location** | Video Conference via Google Hangouts |
| **Start** | 3:30 PM |
| **End** | 4:30 PM |
| **In Attendance** | Juan Caraballo, Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Review mockups |
| **Summary of Discussion** | Mockups looked good but minor changes requested. Upload to trello in a way that the reader can see transitions and follow along. Get together and come up with final universal approval panel. |
| **Assigned Tasks** | Make the minor changes and get (Nick and Jonathan) get together to sort out the details for the universal approval panel. Meeting set for Thursday @ 12 PM. |

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| --- | --- |
| **Date** | 09/18/2014 |
| **Location** | Video Conference via Google Hangouts |
| **Start** | 12:00 PM |
| **End** | 1:30 PM |
| **In Attendance** | Nicholas Madariaga, Jonathan Sanchez |
| **Late** | N/A |
| **Agenda** | Sort out the GUI for the universal approval panel |
| **Summary of Discussion** | We combined both mockups to create one universal approval panel. We also setup cp-dev.cs.fiu.edu and cp.cs.fiu.edu with the project and git. |
| **Assigned Tasks** | Upload mockups onto trello for mentor approval. Work on getting more knowledge on the technology used onthe website (Yii in particular). |

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| --- | --- |
| Date | 09/22/2014 |
| Location | ECS 237 |
| Start | 10:00 AM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Prepare presentation material, review introduction of project, continue to work on features. |
| Summary of Discussion | Nick managed to get Register Page up. Jonathan made some changes to the pages and links added buttons on pages. We continued to mess around with Bootstrap and PHP. |
| Assigned Tasks | Continue to do tutorials for Yii and PHP. |

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| --- | --- |
| Date | 9/28/14 |
| Location | Nick’s House |
| Start | 1PM |
| End | 7PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Determine what we need to begin implementing our mockups |
| Summary of Discussion | We needed to make a few changes to the database:Added a tier column to the domain\_mentor tableCreated several new tables to store mentor application dataUpdated our local db with new db and cp-dev.cs.fiu.eduWe worked on our git repository:We added a develop branch to keep all changes we have both made and approved.We then made two feature branches to store our individual progress as we goWe finally found a way to ignore files in a way that workedWe created a new model, controller and some views for mentor applications |
| Assigned Tasks | Jonathan - Improve the layout of existing admin viewsNick - Get self serve account creation working |

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| --- | --- |
| Date | 09/29/14 |
| Location | ECS237 |
| Start | 9AM |
| End | 2PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Work on Documentation |
| Summary of Discussion | Made revisions to all three documents. |
| Assigned Tasks | Continue working on Use Cases and Scearios |

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| --- | --- |
| Date | 10/05/14 |
| Location | Google Hangounts |
| Start | 12PM |
| End | 1PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss implementation action plan |
| Summary of Discussion | We discussed what we had worked on up until before the meeting.We noticed that model relations could be automated through gii.We discussed some problems we were running into. |
| Assigned Tasks | Work on our assigned tasks and reconvene at 8PM to give an update on our progress |

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| --- | --- |
| Date | 10/05/14 |
| Location | Google Hangounts |
| Start | 8PM |
| End | 9PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss todays progress |
| Summary of Discussion | We had not accomplished as much as we wanted due to unforeseen complications. We shared any discoveries we made about how the current system actually works and which parts of them can be reused. |
| Assigned Tasks | Continue working on our assigned tasks based on the new information we gathered about how our solution works.Reconvene tomorrow morning for another update and to prepare for our presentation. |

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| --- | --- |
| Date | 10/06/14 |
| Location | ECS237 |
| Start | 10:30 AM |
| End | 2:45 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss progress and yii framework and also prepare for todays presentation. |
| Summary of Discussion | Prepare for presentation and continue working on our individual features. We also merged our feature branch into the developer branch and had the dev server pull the features we’ve implemented so far. |
| Assigned Tasks | Continue to work on documentation and features. (Nick - Self Registration initial page), (jonathan - Modal for detailed view).Tomorrow Meeting to advance on individual features - 3:00 PM - 6:00 PM. |

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| --- | --- |
| Date | 10/07/14 |
| Location | ECS237 |
| Start | 3:00 PM |
| End | 6:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss progress, Yii research and Coding session. |
| Summary of Discussion | Still struggling with Yii framework. Learned some more about Yii but still not enough to get things working as we like. |
| Assigned Tasks | Keep studying how Yii works and try to code. |

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| Date | 10/10/14 |
| Location | Jonathans House |
| Start | 12:00 PM |
| End | 4:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss progress, Yii research and Coding session. |
| Summary of Discussion | Gained a better understanding of how Yii handles interactions between its parts. Still struggling with our code, specifically formatting. |
| Assigned Tasks | Keep studying and trying to get things working independently. Try to find Yiisus. |

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| --- | --- |
| Date | 10/13/14 |
| Location | ECS237 |
| Start | 1:00 PM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss progress, Yii research and Coding session. |
| Summary of Discussion | Discussed our findings. Some progress made but still nothing substantial. Begin panicking. |
| Assigned Tasks | Continue researching and trying to get our functions working. Never give up. |

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| --- | --- |
| Date | 10/16/14 |
| Location | ECS237 |
| Start | 8:00 PM |
| End | 11:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session |
| Summary of Discussion | Major breakthroughs made on both our sections! User registration w/ personal info functional. Tickets advanced search functional. |
| Assigned Tasks | Continue to work on respective features. (Nick - Mentor Application Portal), (jonathan - Modal for detailed view).Plan to reconvene on Sunday 10/19/14 |

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| --- | --- |
| Date | 10/19/14 |
| Location | ECS237 |
| Start | 12:30 PM |
| End | 6:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session |
| Summary of Discussion | Finalized our main features for this cycle. Implemented Mentor Application Portal. Started working on Personal Mentor App. Modals for admin view made functional. |
| Assigned Tasks | Continue to work on respective features. (Nicholas - Personal Mentor App) (Jonathan - Improve look of modals) |

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| --- | --- |
| Date | 10/20/14 |
| Location | ECS237 |
| Start | 11:00 AM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Discuss progress and yii framework and also prepare for today’s presentation. |
| Summary of Discussion | Last minute touch ups made to our code. Merged our branches and pulled to the demo site. Work on some sequence diagrams. |
| Assigned Tasks | Continue to work on respective features. Finalize Feasibility Document |

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| Date | 10/27/14 |
| Location | ECS237 |
| Start | 10:00 AM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session & Documentation |
| Summary of Discussion | Worked on respective features |
| Assigned Tasks | None |

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| --- | --- |
| Date | 11/03/14 |
| Location | ECS237 |
| Start | 10:00 AM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session & Prepare for Presentation |
| Summary of Discussion | Worked on respective features |
| Assigned Tasks | None |

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| --- | --- |
| Date | 11/10/14 |
| Location | ECS237 |
| Start | 12:00 PM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session & Documentation |
| Summary of Discussion | Worked on respective features |
| Assigned Tasks | None |

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| --- | --- |
| Date | 11/17/14 |
| Location | ECS237 |
| Start | 11:00 AM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session |
| Summary of Discussion | Worked on respective features |
| Assigned Tasks | None |

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| --- | --- |
| Date | 11/19/14 |
| Location | Google Plus |
| Start | 12:00 PM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez, Juan Caraballo |
| Late | N/A |
| Agenda | Update client on progress |
| Summary of Discussion | Recognized progress is being made, but also recognized we are falling behind |
| Assigned Tasks | Jonathan - Finish Admin Application View, Account Invites.Nick - Finish the Domain Mentor Application, More info on Hover |

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| Date | 11/27/14 |
| Location | ECS237 |
| Start | 12:00 PM |
| End | 3:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Coding Session |
| Summary of Discussion | Hammered out moren Coplat functionality |
| Assigned Tasks | None |

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| --- | --- |
| Date | 12/08/14 |
| Location | ECS237 |
| Start | 11:00 AM |
| End | 5:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez |
| Late | N/A |
| Agenda | Senior Project Posters |
| Summary of Discussion | Work on posters. Collaborate on verbage. |
| Assigned Tasks | None |

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| --- | --- |
| Date | 12/09/14 |
| Location | Google Plus |
| Start | 11:00 AM |
| End | 2:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez, Juan Caraballo |
| Late | N/A |
| Agenda | Do a full run through the registration process to look for bugs and recognize potential improvements |
| Summary of Discussion | Lots of progress since last time but some key functionality was missing |
| Assigned Tasks | Jonathan - Email Invites, Admin Proposals.Nick - Allow for multiple projects per mentor, Instruction popovers,Cosmetic improvements |

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| --- | --- |
| Date | 12/10/14 |
| Location | Google Plus |
| Start | 11:00 AM |
| End | 2:00 PM |
| In Attendance | Nicholas Madariaga, Jonathan Sanchez, Juan Caraballo |
| Late | N/A |
| Agenda | Do another full run through the registration process to look for bugs and recognize potential improvements. |
| Summary of Discussion | Almost done missing one key feature |
| Assigned Tasks | Jonathan - App approval.Nick - Recommend Domain, Cosmetic improvements |

### ***Version 5 Spring 2015***

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| --- | --- |
| **Date** | 01/19/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 7:00 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Late** | N/A |
| **Agenda** | Project Introduction |
| **Summary of Discussion** | An introduction to the project, the overall scope of work for this semester, and the expectations for us was discussed. |
| **Assigned Tasks** | * Get previous documentation and source code * Play with previous version of the application * Start collecting user stories * Identify bugs on previous versions |

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| **Date** | 01/22/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 7:00 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso, Robert Loredo |
| **Late** | N/A |
| **Agenda** | Capstone review of student storyboard |
| **Summary of Discussion** | User stories were reviewed |
| **Assigned Tasks** | * Create scenarios and mockups |

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| **Date** | 01/23/2015 |
| **Location** | Conference Call |
| **Start** | 6:00 PM |
| **End** | 7:00 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso, Robert Loredo |
| **Late** | N/A |
| **Agenda** | Capstone review of student storyboard |
| **Summary of Discussion** | The carryover backlog was checked and the newly created user stories reviewed. The users stories were also redefined and expanded. |
| **Assigned Tasks** | * Expand user stories into scenarios to identify use cases, and create scenarios and UI mockups |

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| **Date** | 01/27/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 6:30 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso, Robert Loredo |
| **Late** | N/A |
| **Agenda** | Capstone review of student storyboard |
| **Summary of Discussion** | Reviewed new expanded users stories and UI mockups. Reviewed newly edited carryover backlog. |
| **Assigned Tasks** | * Split up scenarios into many user stories. * Assign tasks to stories. |

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| **Date** | 01/29/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 6:30 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Late** | Jorge Travieso, Adrian Alfonso |
| **Agenda** | Capstone review of student storyboard |
| **Summary of Discussion** | Confirmed that we are going to be working on the reporting tool for now, and the analytics part would be postponed. The refined use cases were checked and confirmed. We were prepared to start sprint 1. |
| **Assigned Tasks** | * Assign use stories to sprint 1 and create tasks. |

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| **Date** | 02/13/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 7:30 PM |
| **In Attendance** | Juan Caraballo, Robert Loredo, Jorge Travieso, Adrian Alfonso |
| **Late** | N/A |
| **Agenda** | Sprint #1 Review |
| **Summary of Discussion** | * Reviewed the work done during Sprint #1. * Planned user stories were accepted. * Collected New Requirements * Planned Sprint #2 User Stories |
| **Assigned Tasks** | * Assign use stories to sprint 2 and create tasks. Meet with Robert the following week to brainstorm about the UX of the meetings and analytics module. |
| **Date** | 02/18/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 6:30 PM |
| **In Attendance** | Robert Loredo, Jorge Travieso, Adrian Alfonso |
| **Late** | N/A |
| **Agenda** | Technical Specification |
| **Summary of Discussion** | * Brainstormed on how to improve the User Experience of the meetings views. * Defined what we want to do with the analytics platform. |
| **Assigned Tasks** | * Add new UX elements that we are missing in the current template such as popovers and instructions. * Research for analytics open source tools. |

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| **Date** | 02/27/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 6:30 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Late** |  |
| **Agenda** | Sprint #2 Review |
| **Summary of Discussion** | * Reviewed the work done during Sprint #2. * Planned user stories were accepted. * Collected New Requirements * Planned Sprint #3 User Stories |
| **Assigned Tasks** | * Assign use stories to sprint 3 and create tasks. |

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| **Date** | 03/13/2015 |
| **Location** | Conference Call |
| **Start** | 5:30 PM |
| **End** | 7:30 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Late** |  |
| **Agenda** | Scenarios Discussion |
| **Summary of Discussion** | * We meet to discuss and redact the scenarios for the requirements, what is needed and how we are going to do it. |
| **Assigned Tasks** | * - Redact the scenarios discussed |

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| **Date** | 03/20/2015 |
| **Location** | Conference Call |
| **Start** | 5:00 PM |
| **End** | 6:30 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Agenda** | Sprint #3 Review |
| **Summary of Discussion** | * Reviewed the work done during Sprint #3. * Planned user stories were accepted. * Collected New Requirements * Planned Sprint #4 User Stories |
| **Assigned Tasks** | * Assign use stories to sprint 4 and create tasks. |

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| **Date** | 04/03/2015 |
| **Location** | Conference Call |
| **Start** | 5:00 PM |
| **End** | 6:00 PM |
| **In Attendance** | Juan Caraballo, Jorge Travieso, Adrian Alfonso |
| **Late** |  |
| **Agenda** | Sprint #4 Review |
| **Summary of Discussion** | * Reviewed the work done during Sprint #4. * Planned user stories were accepted. * Collected New Requirements * Planned Sprint #5 User Stories |
| **Assigned Tasks** | * Assign use stories to sprint 5 and create tasks. |

# References

**Mobile Judge V1**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/SP13/7-MobileJudge/>

**Mobile Judge V2**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/FA13/4-MobileJudgeV2/>

**Virtual Job Fair V1**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/SP13/3-VirtualJobFair/>

**Virtual Job Fair V2**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/FA13/7-VirtualJobFairV2/>

**Mentor Module V1**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/SP14/02-CollaborativePlatform.rar>

**Mentor Module V2**

<http://users.cis.fiu.edu/~sadjadi/Teaching/SeniorProject/Deliverables/SU14/02-CollaborativePlatformV2.zip>