

**Minutes SOFA – FH TenL Informatics (HVD)****14.09.2017**

Date: 14.09.2017, 10:40 – 11:00  
 Location: Campus Venlo, Ambient Lab  
 File: 2017-09-14 Meeting.doc

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<i>Name</i>	<i>Short</i>	<i>Minutes</i>	<i>Participant</i>	<i>To be informed</i>
S. Brauer	SB		X	
L. Ehren	LE		X	
N. Nieuwenhuis	NN		X	
T. Derksen	TD	X		

## Agenda:

1. What did we do last time
2. What we do today
3. Todo project plan

1. **Loek:** Reviewed user stories, added user stories to SRS and created questions for non functional requirements  
**Nils:** Worked on project plan and fixed structure.  
**Sjoerd:** Changed user stories according to client's input. Defined learning goals. Updated configuration mgmt document. Wrote letter to van Aarsen.  
**Tobias:** Worked on the database and created a lot of entities and structure.
2. **Nils:** Improve project plan after discussion about (3)  
**Loek:** Improve SRS and help Nils with project plan  
**Sjoerd:** Improve configuration mgmt plan. Create user story diagram  
**Tobias:** Keep on improving database, document database by creating a report containing database structure and constraints. Think about non-functional requirements.

## Goals Discussion:

Deliver high quality product  
 Deliver of a working product but maybe not finished  
 Deliver good documentation  
 Extendable product

## Approach Discussion:

Scrum  
 Quality mgmt. & config mgmt.  
 Communication plan  
 Patterns

3. Discuss project goals, project approach