**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 11 (11/23 - 12/3 )**

**Date and Time:** 12/3/2017 10:30 am to 12:30 pm

**Place:** PALStudy Lounge, Mugar Library

**Participants:** Dan B,Jash B,Mithil S, Yergali, Asli, Apurva, Eman Zayer, George G.

**Minutes taker: Mithil S**

**Timekeeper: Jash B**

**Purpose:** Working towards final iteration. Discussing the progress needed to be done. Problems in the execution to be resolved.

**Agenda:**

**1.** Discuss the plan for next bug fixes.

2. Discuss the strategy for Demo & Final Presentation.

3. Discuss Testing strategies.

**Status:**

1. Fixed several merge fixes.
2. Deployed 3 Blueprints on a web server.
3. Google drive download upload picker features working.

**Discussions:**

1. Worked and discussed the problems with google drive download implementation.
2. Assigning team members presentation slides and roles.
3. Working with the selenium setup and unit testing scenarios approach

**Key Decisions:**

1. Testing using Selenium needs to be done.
2. Presentation Layout & demo ideas of live video.
3. Work on user stories closing & analytics.

**Action Items:**

* Continue the work as of sub team tasks.
* Check & coordinate for final presentation roles & tasks, if applicable.
* Continue working on Selenium & unit tests.

**Date and Time:** 11/12/2017 10:30 am to 12:30 pm

**Place:** PALStudy Lounge, Mugar Library

**Participants:** Apurva Katagi, Yergali, Asli, Eman Zayer, George G.

**Minutes taker:** Apurva Katagi

**Timekeeper:** Yergali

**Purpose:** Working towards the iteration 3. Discussing the progress needed to be done. Problems in the execution to be resolved.

**Agenda:**

**1.** Discuss the plan for next iteration.

2. Going through the current progress.

3. Fixing bugs.

**Status:**

1. Created the texting feature between two users. Fixed bugs in the communication tool to avoid the repetition which was being shown twice.
2. Added tickets on pivotal tracker for file download and google picker on pivotal tracker
3. Google drive download is in progress.

**Discussions:**

1. Worked and discussed the problems with google drive download implementation.
2. Discussed the Oauth.
3. Working with the selenium setup and jenkins.

**Key Decisions:**

1. Testing using Selenium needs to be done.
2. Integrating to get the file downloading done.
3. Work on user stories.

**Action Items:**

* Continue the work as of sub team tasks.
* .Continue working on Google Drive Integration.
* Continue working on Selenium.

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**Team 4 Meeting Minutes**

**Week 10 (11/9 - 11/15 )**

**Date and Time:** 11/12/2017 10:30 am to 12:30 pm

**Place:** PALStudy Lounge, Mugar Library

**Participants:** Apurva Katagi, Yergali, Asli, Eman Zayer, George G.

**Minutes taker:** Apurva Katagi

**Timekeeper:** Yergali

**Purpose:** Working towards the iteration 3. Discussing the progress needed to be done. Problems in the execution to be resolved.

**Agenda:**

**1.** Discuss the plan for next iteration.

2. Going through the current progress.

3. Fixing bugs.

**Status:**

1. Created the texting feature between two users. Fixed bugs in the communication tool to avoid the repetition which was being shown twice.
2. Added tickets on pivotal tracker for file download and google picker on pivotal tracker
3. Google drive download is in progress.

**Discussions:**

1. Worked and discussed the problems with google drive download implementation.
2. Discussed the Oauth.
3. Working with the selenium setup and jenkins.

**Key Decisions:**

1. Testing using Selenium needs to be done.
2. Integrating to get the file downloading done.
3. Work on user stories.

**Action Items:**

* Continue the work as of sub team tasks.
* .Continue working on Google Drive Integration.
* Continue working on Selenium.

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 9 (11/1 - 11/8 )**

**Date and Time:** 11/05/2017 10:30 am to 12:30 pm

**Place**: PAL Study Lounge, Mugar Library

**Participants:**Mithil Shah, Jash Bhankharia, George G, Yergali, Bakyt, Nitish, Asli Terzioglu, Eman Zayer

**Minutes taker:** Asli Terzioglu

**Timekeeper:** Nitish

**Purpose:** Discussing presentation content for Iteration-2, SDD and SPPP document, Progressing on Iteration 2 tasks & personal contribution

**Agenda:**

1. Discuss about user stories on Pivotal Tracker.
2. Roadmap for presentation.
3. Discuss about metrics, SDD, SPPP
4. Fixing of Bugs

**Status:**

* Created a new frame that within a video stream like whenever a client clicks a video call icon the new frame opens.
* Oauth authentication for User on Google drive is close .
* Google Drive downloading is on progress.

**Discussions:**

* Working on metrics and testing.
* Breaking down of large user stories into the small user stories and bring them proper status on Pivotal Tracker.
* Presentation :
  + Video Chat Feature Enhancement
  + Google Drive Integration Enhancement
  + Progress this Iteration
  + System Architecture

**Key Decisions**

* Presenters, key roles, slides and topics to be covered
* Task splitting and features to be fine tuned and incorporated before the Iteration-2.

**Action Items:**

* Continue the work as of sub team tasks.
* Prepare the presentation for Iteration 2.

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**Team 4 Meeting Minutes**

**Week 8 (10/26 - 11/1 )**

**Date and Time:** 10/26/2017 10:30 am to 12:30 pm

**Place**: PAL Study Lounge, Mugar Library

**Participants:** Oindrilla C, Jash Bhankharia, Dan Budris, George G, Yergali, Bakyt

**Minutes taker:** Mithil Shah

**Timekeeper:** Jash Bhankharia

**Purpose:** Progress Report on Iteration 2 tasks & personal contribution, Build roadmap for next week and presentation ideas.

**Agenda:**

1. Discuss tasks & difficulties being faced.
2. Roadmap for presentation.

**Status:**

* Embedded Video chat on the chat window in a new window on the same panel.
  + Expected enhancements in UI are ongoing.
* Oauth authentication for User on Google drive is underway.

**Discussions:**

* Generating user metrics & testing framework to understand how the progress is being made.
* Breaking down of large user stories.
* How the presentation for next iteration should go?
  + Things to include / exclude for eg Burn out charts, user story progress, Class diagrams.

**Key Decisions**

* Individuals have been given designated tasks towards the progress of finishing user stories. For eg : oindrilla for testing tasks, George to work on Google drive feature, Jash mithil Refactoring.

**Action Items:**

* Continue the work as of sub team tasks.
* Build a skeleton layout of presentation.

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 7 (10/18 - 10/25 )**

**Date and Time:** 10/22/2017 10:30 am to 12:30 pm

**Place**: PAL Study Lounge, Mugar Library

**Participants:** George Goddard, Jash Bhankharia, Yergali Askarbayev, Shaurya Muttreja, Nitish, Bakyt Bakayeva

**Minutes taker:** George Goddard

**Timekeeper:** Jash Bhankharia

**Purpose:** Begin Iteration-2, discuss progress of sub-teams, clarify any issues causing confusion, formulate bugfix and refactoring strategy

**Agenda:**

1. Discuss the iteration-1 presentation
2. Discuss status of testing
3. Discuss finer-grained user stories
4. Split into sub-teams for working on specific tasks

**Status:**

* Google Drive Integration:
  + Button created on communication tool page
  + Next step:
    - Get oauth2 working
    - Write user story for Google Picker implementation
    - Start working on implementing Google Picker
* UI enhancements:
  + Profile functionality being ported from requirement sub-project
  + Logout added
  + Changepassword added
  + Next steps:
    - Add logo
    - Projet refactoring, reorganization, and cleanup
* Video chat
  + Successfully demo’d POC
  + Next step:
    - Add frame to communication tool to house video chat
* Bugfix and testing
  + Working on getting baseline metrics for current testing
  + Next step:
    - Update documentation so that it is accurate and easy to follow

**Discussions:**

* Presentation went well
  + Video chat recommendations:
    - Separate audio and video functionality so that audio or video can be muted individually
    - Add screen sharing functionality
* With large scope for user stories, our velocity stays at zero
  + Break stories down into smaller units so that what we are working on can be more accurately tracked

**Key Decisions**

* Requisite UI work can be directed to Jash and Dan
* Testing still needs some clarity and potentially an audit

**Action Items:**

* Continue work on video chat features
* Continue work on google drive integration
* Reduce scope of user stories
* Continue work on UI refactoring and enhancements

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 6 (10/11 - 10/18 )**

**Date and Time:** 10/15/2017 10:00 am to 1:00 pm

**Place**: PAL Study Lounge, Mugar Library

**Participants:** Dan Budris, George Goddard, Oindrilla Chatterjee , Mithil Shah, Jash Bhankharia, Asli Terzioglu, Yergali Askarbayev, Eman Zayer, Apurva Katagi,

**Minutes taker:** Oindrilla Chatterjee

**Timekeeper:** Dan Budris

**Purpose:** Discussing presentation content for Iteration-1, Bug fixing, Integration of peer to peer Video Chat

**Agenda:**

1. Discuss the upcoming presentation
2. Split into sub-teams for working on specific tasks
3. Getting Demonstration ready
4. Fixing of Bugs

**Status:**

* Discovered major Bugs and work on addressing it
* User story incorporation
* Got a peer to peer video chat WebRTC feature integrated

**Discussions:**

* Presentation:
  + Requirements/users stories
  + Demonstration of WebRTC Video Chat feature incorporation
  + Address advices by Prof. on topics which need to be incorporated into the current presentation

**Key Decisions**

* Presenters, key roles, slides and topics to be covered
* Task splitting and features to be fine tuned and incorporated before the Iteration-0

**Action Items:**

* Putting together the Final Presentation
* Key tasks like video chat feature activation and working towards bug fixing

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 5 (10/04 - 10/11 )**

**Date and Time:** 10/08/2017 10:00 am to 12:00 pm

**Place**: Photonics Center Engineering Building Common Room

**Participants:** Dan Budris, George Goddard, Asli Terzioglu, Yergali Askarbayev, Eman Zayer, Shaurya Muttreja, Apurva Katagi, Oindrilla Chatterjee

**Minutes taker:** George Goddard

**Timekeeper:** Yergali Askarbayev

**Purpose:** Sub-team check-in, begin discussing presentation, presenters, and slides for end of Iteration 1 (10/18/2017)

**Agenda:**

1. Discuss the upcoming presentation
2. Split into sub-teams for more directed discussion

**Status:**

* Addressed comments on SPPP
* Verified everybody present could run application locally
* Provided constructive feedback regarding user story creation and specification
* Continued discussion of git and branching strategy

**Discussions:**

* Presentation:
  + Requirements/users stories
  + Demo
  + Update documentation (SPPP):
    - Address Prof. Zhang’s comments in Overview, Proposed High Level Requirements, Quality Assurance Plan, Metrics

**Key Decisions**

* One member from each sub-team will demo work completed during this iteration

**Action Items:**

* Put together presentation slides using theme from last presentation
* Plan for demoable work

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 4 (09/27 - 10/04 )**

**Date and Time:** 10/01/2017 10.00 am to 2:00 pm

**Place**: Photonics Center Engineering Building Room 117

**Participants:**

|  |  |  |
| --- | --- | --- |
| 1. Michael Song (Guest) | 1. Dan Budris | 1. Eman Zayer |
| 1. Asli Terzioglu | 1. Bakayeva Bakyt | 1. Yergali Askarbayev |
| 1. George Goddard | 1. Oindrilla Chatterjee | 1. Mithil Shah |
| 1. Jash hankharia |  |  |

**Minutes taker:** Eman Zayer

**Timekeeper:** Bakayeva Bakyt

**Purpose:** Identifying the functionalities of the existing application. Splitting up into sub teams and assign the Roles and Responsibilities, Set up Environments for each team members

**Agenda:**

1. **Presentation about the previously developed presentation**
2. **Roles assignment per sub teams**
3. **Environment setup**
4. **User stories**

**Status:**

* Guest speakers “Michael Song” started with presentation about the idea/demonstration and the status of the existing application in the GitHup
* Main Functionalities have been identified and issues area are appointed
* Sub teams have been formed and team members have been assigned with issue area accordingly
* Each team member has setup the needed working environment/application

**Discussions:**

* Understanding previously written code/repositories/Issues
* Issues area have been explored deeply.
* Each sub team works on their user stories /test cases based on the assigned issue area.
* GitHub demonstration by Dan

**Key Decisions**

* **Main issues to be resolved by the end of Iteration 1**
  + Debug and testing for existing application
  + Updating visuals for Login page
  + Video chat establishment
  + Document transfer

**Action Items:**

* Each sub team has to assign team leader and start to work in the preassigned issue area
* User stories to be completed by sub teams before the next meeting.

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 3 (09/20 - 09/27 )**

**Date and Time:** 9/24/2017 10.00 am to 1.30 pm

**Place**: Study Lounge, Mugar Library

**Participants:** Dan Budris,Asli Terzioglu, Apurva Katagi, Yergali Askarbayev, George Goddard, Oindrilla Chatterjee, Mithil Shah,Jash Bhankharia,Eman Zayer

**Minutes taker:** Oindrilla Chatterjee

**Timekeeper:** Mithil Shah

**Purpose:** Completion of SPPP , Iteration 0 Presentation, Splitting up of Roles and Responsibilities, Set up Environments

**Agenda:**

1. **Fill up SPPP**
2. **Role decisions**

**Status:**

* Setting up Git
* Setting up of the Pivotal tracker
* Designing the presentation and content

**Discussions:**

* Understanding previously written code
* Discussion and development on segments of SPPP

**Key Decisions**

* **Essential & desirable features**
* **Version control mechanism**
* **Presenters**

**Action Items:**

* Setting up of fixed weekly meeting time

**CS673F17 Software Engineering**

**Team 4 Meeting Minutes**

**Week 2 (09/13 - 09/20 )**

**Date and Time:** 9/20/2017 8:30 pm to 9.05 pm

**Place**: Room 515, College of Gen Studies 871

**Participants:** Dan Budris,Asli Terzioglu,Bakyt Bakayeva, Yergali Askarbayev, George Goddard, Shaurya,Nitish, Oindrilla, Mithil,Jash,Eman,Apurva Katagi

**Minutes taker:** Asli Terzioglu

**Timekeeper:** Oindrilla Chatterjee

**Purpose:** Requirement Analysis, Team merging and Role Allocation

**Agenda:**

**1.Scope of Project**

**2.Requirement Analysis**

**Status:**

* Merging of two groups
* Decision of scope of project
* Requirement Analysis

**Discussions:**

* Limiting scope of the project
* Decision to run test cases for first Iteration to better understand existing project details

**Key Decisions**

* Merge groups
* Decision on pursual of entire application
* Managing subteaming

**Action Items:**

* Set up time and date for next meeting
* Discussion on Project SPPP

An Example from previous project:

**Date and Time:** 1/26/12 7 - 8PM

**Place**: Group Phone Call

**Participants:** Dan Spuches, Grace Hopkins, Craig Cato

**Minutes taker:** Dan Spuches

**Time Keeper:** Craig Cato

**Purpose:** Project Kickoff Meeting

**Agenda:**

* Determine group name
* Determine project name
* Provide effort hours so far
* Finalize communication plan
  + Google group vs. Trello
* Find and discuss related works
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
* Brainstorm requirements
* Discuss risks
* Determine an approach/process to use
* Assign roles

**Discussion:**

* Determine group name
  + Is this the same as project name? Yes
* Determine project name
  + Yet another weight tracker - taken
  + Yet another weight program - YAWP
    - Don't want to make YAWP noise when you stand on the scale
  + BodyStats
  + Yet another weight history program
  + Yet another weigh-in program
  + Yet another weight oriented program
* Provide effort hours so far
  + Members will email hours spent so far to Grace
  + Need to decide start/end of week
    - Week starts Saturday, ends Sunday
* Finalize communication plan
  + Google group - email distribution
  + Google code - upload and track all documents (including agenda, minutes, etc)
  + Trello - Discussions/brainstorming/to-do and completed tasks
* Find and discuss related works
  + http://download.cnet.com/Weight-Tracker/3000-2129\_4-10458217.html
  + weightchart.com
    - Web based
  + weightwatchers.com
    - Web based
  + Our project is standalone, not web based, open source (differentiator)
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
  + SVN or GIT?
    - We will use SVN
    - Tortoise SVN for windows
  + What license will we use?
    - Apache 2.0
    - What are the terms?
    - Need to tag all works with the license text from http://www.apache.org/licenses/LICENSE-2.0
* Brainstorm requirements
  + Functional
  + Non-functional
  + Desktop java standalone client
  + Not networked
  + Single user per instance
    - Future - multiple users
  + Need to be able to enter weights
  + Calculate BMI
  + Charting over time
    - Export charts?
    - Daily weight change
    - Monthly weight loss
    - Trending of data
    - Projections
  + Target weight
  + Sounds?
    - Applause for loss
    - YAWP for gain
  + Computerize printed charts
  + Print charts/data
  + Export and save functions
  + Options
    - Configurable units
      * English vs metric
      * LBS vs KG vs Stones?
* Discuss risks
  + New tools - not understanding/knowing how to use tools
  + Schedules - work and home life
  + Keep it simple/limit scope creep
  + Originality - what differentiates us from others?
  + Multiple user functionality - may be too time consuming
  + Limited time for project as a whole
* Project criteria
  + Usefulness - nobody has yet found the best way to do it, there are a lot of other ones out there, none are right yet?
  + Complexity - will be sufficiently complex
  + Originality - it is original because Craig created the concept
* Determine an approach/process to use
  + Waterfall with feedback/iteration
    - Ability to revisit requirements and re-shuffle priorities
    - Need to build in the ability to respond to risks as they arise and difficult requirements
  + Possibly some agile concepts/aspects - prototype and test driven
  + JUnit testing - test driven development
* Assign roles
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Key Decisions**

* Project name is YAWP - yet another weight-tracking program
* Google code
  + https://code.google.com/p/yawp/
  + We will use SVN on Google code
  + Source code license - Apache License 2.0
  + Labels - health, academic, java
* Time tracking
  + Week start on Sunday
  + Week end on Saturday
  + Get time to Grace by noon on Sunday
* Communication Plan
  + Use Google group for email communication
  + Use Trello for task tracking (to-do and complete) and discussions/brainstorming
  + Use Google Code for document and code repository, version control
* Roles assigned:
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Action Items:**

* Review terms of Apache license - Dan, Craig, Grace
* Submit time to Grace by noon Sunday - Dan, Craig, Grace