**CS673S15 Software Engineering**

**Project 12 Meeting Minutes**

**Week 3 (02/04 - 02/09 )**

**Date and Time:** 7 Feb 2015 (4:00pm to 5:30pm)

**Place**: Google Hangouts

**Participants:** William Wilson, Sherry Shu, Xinzhu Xu, Yuyan Zhang, Oscar Ingham

**Minutes taker: William Wilson**

**Timekeeper: Oscar Ingham**

**Purpose: Discuss software tools to be used by group members, and collaborate on SPPP document.**

**Agenda:**

1. **Discuss the pros and cons of developing in a virtual environment, and determine team standard practice**
2. **Collaborate on SPPP document and assign sections for team members to complete**

**Status:**

* **…**
* **..**

**Discussions:**

* **Oscar explained the importance of developing in a virtual environment to manage dependencies. Ubuntu can be installed onto a virtual box.**
* **We collaborated on the SPPP document and collectively completed the High Level Requirements section.**
* **We decided to complete the SPPP document by assigning sections to group members. Group members will have sections complete by Monday at 5:00pm.**
* **SPPP document will be converted into a Power Point presentation by William.**
* **We discussed possible strategies for Communication Tool. We discussed using javascript to query a database at a time interval to check for new messages. We discussed possible types of databases. We discussed the use of web-sockets to allow client to client communication.**
* **We discussed the pros and cons of owning the user management for the entire group. It makes sense for the communication tool to handle user management.**

**Key Decisions**

* **We will all use ubuntu in a virtual environment.**
* **Determined Project High Level Requirements. (See SPPP document)**
* **We will own the user management for the entire group if possible.**
* **At Wednesday’s meeting, we will start to design our database. Completing a diagram of our database will be our first priority.**

**Action Items:**

* **Group members will complete assigned sections of SPPP document by Monday at 5:00pm**
* **Group members will install python in ubuntu virtual environment and bring computer to Wednesday class meeting.**

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