

MEETING MINUTES

ITEA2-ModelWriter-13028 Project



Date	Subject	Location	Version
2015.04.09	4rd. International Project Coordination meeting	Teleconference (Hangout)	1.0
Conf. Link	https://plus.google.com/hangouts/_/modelwriter.eu/project		
Published	https://github.com/ModelWriter/WP5/tree/master/Meeting%20Minutes		

Attendees:

Name	Function	Company	Attendance
Ferhat Erata [FE]	Project Leader	UNIT	Yes
Moharram Challenger [MC]	Secondary Contact	UNIT	Yes
Etienne Juliot [EJ]	French Consortium Coordinator	OBEO	No
Marwa Rostren [MRO]	Technical Contact	OBEO	No
Prof. Erhan Mengüsoğlu [EM]	Turkish Consortium Coordinator	MANTIS	No
Anne Monceaux [AM]	Technical Contact	AIRBUS	No
Samuel Cruz Lara [SL]	Secondary Contact	LORIA	No
Claire Gardent [SC]	Primary Contact	LORIA	No
Prof. Geylani Kardaş [GK]	Technical Contact and Consultant	KOCSISTEM	No
Mehmet Önat [MO]	Primary Contact Point	KOCSISTEM	No
Hale Gezgen [HG]	Secondary Contact Point	KOCSISTEM	No
Ersan Gürdoğan [EG]	Secondary Contact Point	HISBIM	No
Taşkın Kızıl [TK]	Primary Contact Point	HIBIM	No
Oğuz Yıldız [OY]	Technical Contact	HISBIM	No
Emil Khamitov [EK]	Technical Contact	UNIT	No
Prof. Hans Vangheluwe [HV]	Consultant	UNIT	No
Prof. Monique Snoeck [MS]	Belgian Consortium Leader	KUL2	No
Prof. Sien Moens [SM]	Secondary Contact	KUL1	No
Philippe Bureille [PB]	Primary Contact	SOGETI	No
Nicole Sohn [NS]	Secondary Contact	SOGETI	No
Yagup Macit [YM]	Technical Contact	Havelsan	Yes
Eray Tüzün [ET]	Technical Contact	Havelsan	Yes
Nuran Göksu [NG]	Primary Contact	Havelsan	No

Agenda:

No	Topic	Comment
1	Updating Change Request w.r.t the notification of ITEA office.	<p>Further explanation about the costs and effort decrease in the French and Turkish Consortium in the CR is needed.</p> <p>We have already mentioned shown as below:</p> <p><i>“Also, despite an overall reduction of funded costs and effort for the project, we decided not to reduce the scope and tasks of the project generally and instead put more effort with the limited budget to fulfil the project as it is planned.”</i></p> <p>Possible reasons might be:</p> <ul style="list-style-type: none"> - For Turkish Consortium the funding is lower than expected. - For French Consortium Etienne will explain later.
2	Discussing user and software requirements and their traceability	<p>We have updated the Issue list of Project-Management repository which represents our task list (labels) deliverable list (issues).</p> <p>https://github.com/ModelWriter/Project-Management/labels https://github.com/ModelWriter/Project-Management/issues</p> <p>Each work package leader reviewed the current status of their work package.</p> <p>How to trace software requirements from user requirements:</p> <p>https://github.com/ModelWriter/Requirements</p> <p>Reference between issues of the same repository: e.g. https://github.com/ModelWriter/Requirements/issues/42</p> <p>Cross Reference between issues of the difference repositories e.g. https://github.com/ModelWriter/Requirements/issues/43</p>
3	Discussing up-to-date deliverables w.r.t change request #1 on GitHub	<p>All Deliverables: https://github.com/ModelWriter/Project-Management/issues</p>
4	Current status of WP1	<p>https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP1</p>
5	Current status of WP2	<p>https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP2</p>

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6	Current status of WP3	https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP3
7	Current status of WP4	https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP4
8	Current status of WP5	https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP5
9	Current status of WP6	https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP6
9	Current status of WP7	https://waffle.io/modelwriter/project-management?milestone=M1,M6,M7,M8,M9&label=WP7

Action plan:

No	Item	Assigned to	Due Date	Status
1	<p>Completing the profile of partners in Github</p> <p><u>No Figure</u> Clare -> https://github.com/ClaireEMG Erhan -> https://github.com/mengusoglu Anne -> https://github.com/annemonceaux</p> <p><u>No Full Name</u> Marwa -> https://github.com/mrostren</p>			
2	Preparation of the 2nd ModelWriter Workshop Page			
3				

Distribution:

Name <Email>, Function
Ferhat Erata < ferhat@computer.org >, Project Leader (UNIT)
Etienne Juliot < etienne.juliot@obeo.fr >, French Consortium Coordinator (OBEO)
Marwa Rostren < marwa.rostren@obeo.fr >, Technical Contact (OBEO)
Erhan Mengüsoğlu < erhanmengusoglu@mantis.com.tr >, Turkish Consortium Coordinator (Mantis)
Güven Köse < guvenkose@mantis.com.tr >, Secondary Contact Point (Mantis)
Geylani Kardas < geylani.kardas@ege.edu.tr >, Technical Consultant (KoçSistem)
Mehmet Önat < mehmet.onat@kocsistem.com.tr >, Primary Contact Point (KoçSistem)
Hale Gezgen < hale.gezgen@kocsistem.com.tr >, Secondary Contact Point (KoçSistem)
Moharram Challenger < moharram.challenger@unitbilisim.com >, Secondary Contact Point (UNIT)
Hans Vangheluwe < Hans.Vangheluwe@uantwerpen.be >, Technical Consultant (UNIT)
Emil Khamitov < emil.khamitov@unitbilisim.com >, Financial Contact Point (UNIT)
Ersan Gürdoğan < ersan@hisbim.com >, Primary Contact Point (HISBIM)
Taskin Kızıl < taskin@hisbim.com >, Secondary Contact Point (HISBIM)
Claire Gardent < claire.gardent@loria.fr >, Primary Contact Point (CNRS-LORIA)
Samuel Cruz-Lara < Samuel.Cruz-Lara@loria.fr >, Secondary Contact Point (CNRS-LORIA)
Anne Monceaux < anne.monceaux@airbus.com >, Primary Contact Point (AIRBUS)
Philippe Bureille < philippe.bureille@sogeti.com >, Primary Contact Point (SOGETI)
Yves de Beauregard < yves.de.beauregard@sogeti.com >, Financial Contact Point (SOGETI)
Nicole Sohn < nicole.sohn@sogeti.com >, Secondary Contact Point (SOGETI)
Monique Snoeck < monique.snoeck@kuleuven.be >, Primary Contact Point (KULeuven 2)
Sien Moens < sien.moens@cs.kuleuven.be >, Primary Contact Point (KULeuven 1)
Eray Tüzün < etuzun@havelsan.com.tr >, Technical Contact Point (Havelsan)
Yagup Macit < ymacit@havelsan.com.tr >, Technical Contact Point (Havelsan)
Nuran Göksu < nuran@havelsan.com.tr >, Primary Contact Point (Havelsan)