**SPONSOR MEETING MINUTES**

*For meeting: Wednesday 04/27/2014*

**Team Name: jBehaving**

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| --- | --- | --- | --- |
| Start Time: | 9:00 AM | End Time: | 11:00 AM |

*Attendance:* ✔ or ✖

|  |  |
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| *Ashley Finger* | ✔ |
| *Bai Xiong* | ✔ |
| *Cody Lanier* | ✔ |
| *Cody Prior* | ✔ |
| *Daniel Gallegos* | ✔ |
| *Michel Watson* | ✔ |

Met with the Project Sponsor/Client: **Juan Calderon**

**AGENDA ITEMS -** Agenda prepared by *Bai Xiong*

1. Review and approve **Meeting Report** for the last meeting.

* Approved

**OLD business items**.

1. Thank you for your feedback!

**NEW business items.**

1. SRS Questions:
   1. Standard employees view printout manifests or just event managers? - anyone can display manifest
      1. more specifically, are event managers assigned to go to an event and be in charge of it? - no, they just plan the event and set up everything
   2. Delete event - rename use case to: cancel event (flag as canceled) use case so that no more people can sign up, can have auto request refund for each user that is currently signed up.
   3. Is there a strong need for tracking in the database who creates or changes certain entities (events, photos, announcements, for example). Most DBMSs have logging features for any “forensics” type situations that might arise, so these relationships don’t necessarily need to be specified in the database schema. - Yes, running log of all users who edited
   4. Account deletion Handling? Are we allowing a user to have their account deleted? - Yes, flag as not active and set up request system for full deletion like cancel registration for event (change data (their name and user info) to null in DB, user ID still present ) \*need use case
   5. Caption for Photos? if so, we need an edit photo caption use case. - Yes and yes (need use case - label as want)
   6. External Account upgrading to Internal Account Handling? - (Need manage external user account from internal side use case and need use case for changing permission levels within internal account)
   7. Performance Requirements
      1. Data Stores -
      2. Limitations (memory, speed) -
      3. Environment (host) -
      4. users - 20,000 users max
      5. $50 a month
   8. Possibly go over each Use Case to make sure we are doing what Juan wants - looks good!
   9. Size of photos to be added to galleries? Min and Max? - max 2 megabytes!
   10. File types allowed for photos? JPEG, PNG…? anything else? - JPEG
   11. How to go about doing refunds?
       1. who does the email go to? accounting? owner? - Accounting
       2. who makes the decision on whether to approve or deny? - Accounting
       3. who can remove the person from the event manifest? - Accounting
          1. should there be an add user to manifest use case? - no, they need to pay to get on the manifest
   12. Who can update their own personal information?
       1. Currently, it is Owner and Members - everyone can update their own account except for work email address
       2. remove use case for requesting profile account info update
   13. Forum Log…. one log or one per event? - one log per event, autocreated when event is created and updated by employees who are working that event
   14. Sort Event - (need use case) click the label of each field on the table and have it auto sort ascending and descending
   15. View Event - (need use case) after going to event search page, click event to view specific event page with details
   16. Alternative course for search events - Past Events (need to add to use case) make sure registration button is no longer present or active \*change to checkbox instead of button on wireframe
   17. Account deactivation only done by internal employee (standard employee and up), member must request to have their account anonymize, sent and approved to/by HR
2. Comments on the SRS
   1. answers also listed above with the questions

***Meeting Report*** to be prepared by *Ashley Finger*

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| **Next Sponsor Meeting Date: 5/10/2014** | **Start time 9:00AM** | **End time 10:30AM** |