
Minutes of meeting with the Supervisor (#7)

Place: Gloschaugen

Date: 11 October 2013

Time: 10:15

Members present: Anh Nguyen Duc, Tomas Dohnalek, Milos Jovac

Members not present: Agnethe Soraa, Jan Bednarik

Decisions:

#	Decision	Reason
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Action items:

#	Action item	Who	Due date
1	Change title preliminary studies in sprints.	all	11 October
2	Remove test section in sprints and move it in the test/evaluation chapter.	all	18 October
3	Put burndown chart into implementation section in sprints.	all	18 October
4	Describe how we use scrum (we use customer meetings, standups, etc)		
5	Ask supervisor for test documentation example	Jan	11 October

Finished action items:

#	Action item
1	Create the overall time estimation table for the whole project.
2	Move Test plan chapter in the Planning section
3	Reduce the number of chapters in report (15 is OK)

Pending action items:

#	Action item	Who	Due date
1	Improve connection between user stories and requirements.	all	14 October
2	Connect the non-functional requirements to the architecture section in the report.	all	14 October
3	Write the section in Sprint 3 chapter regarding image processing pre-study.	all	18 October
4	Make the table with short description about chapters.	all	14 October

5 Send the finished mid-term version of report to the supervisor until 11 October! all 11 October

Summary: We started the meeting with video demonstration of our prototype 3. After that we have discussed report related issues - supervisor suggested reworking Gantt chart diagram, add description about our specific features that we use from scrum. In the end we made a mid-term reflection.

Next meeting: 25th October 2013

Meeting adjourned at 11:05.