**Meeting Minutes**

3/1/23

Charaf Lachouri

6:30 PM

* Tanner registers on OpenProject

Prof joins at 6:38

* Discuss need to create our work breakdown schedule, milestone chart, and working schedule are all components of our project plan
* We can use whatever resources to get to that working schedule, screenshots, sketching or whatever
* Reviewing how to use OpenProject for a few minutes
  + Work packages > Gantt Chart > etc.
  + You can create dependencies under ‘Relations’
* Tatiana asked to confirm that I am taking minutes
* Discussing presentation next week
  + Prof said not everyone has to speak
  + We need the demo, which Sami will do
  + Tatsiana is going to do the presentation and others will help if necessary
* Tatsiana is getting information from our client the get-outside alliance soon
* Sami talking through project steps
  + EDA in PowerBI to decide on dashboard we want
  + Transfer that design to a Python program (web-app)
  + Test it locally, then deploy it similar to how OpenProject, dockerize it on DockerHub. If using Django (or Flask) as a framework we can convert our web-app into a Docker application, then push that Docker application will be hosted in Google cloud and be accessible with an http address
* Tatsiana will load the data to Teams by first week of April (April 7) for us to start exploring
* Data discussion
  + Static data in a file
  + Pull census data from an API so they can refresh it with the click of a button
  + So we need to define our data sources as one of the tasks
* 7:05
  + We start building out the milestones
  + Team built out the Milestones and Working Schedule
* 7:50
  + Prof confirmed that this all looked good
* 7:55
  + Discuss building out a video demo for the software OpenProject
  + Sami will send out his stuff once it’s done
  + Tanner volunteers for video demo, will use OBS or Zoom
* Session closes out at 8 PM