**Meeting minutes**

Admission system

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# **Revision**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Version** | **Update date** | **Author** | **Content** |
| 1 | 1 | 11/11/2013 | Ta Ngoc Thien Phu | Create document |

Table 1: Revision history

# **Introduction**

|  |  |
| --- | --- |
| Date | 11/11/2013 |
| Time | 2:00 PM – 4:00 PM |
| Writer | Ta Ngoc Thien Phu |

Table 2: Introduction

# **Purpose**

* Introduce ACDM
* Guidance how to apply ACDM with other model (traditional or agile)

# **Participants**

| *Name* | *Department/ Division* | *E-mail* | *Phone* |
| --- | --- | --- | --- |
| Mr. Nguyen The Quang | Customer | quangsm1994@gmail.com |  |
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Table 3: Participants

# **Reference**

# **Meeting content**

1. **Introduction about ACDM:**

* ***Introduce role of ACDM***
  + - Managing Engineering
    - Chief Architect
    - Chief Scientist
    - Support Engineer
    - Requirements Engineer
    - Quality Process Engineer
    - Production Engineers
* ***Introduce each stage of ACDM***
* Stage 1:
* Focus collect data from customer, using template in chapter 8, business constraint template have to ask customer
* Stage 2:
* Purpose this stage is analyze data that were collect from stage 1. Functional template is analyze from Entity template. Entity is object that impact system, include person. Should use case template of Architecture, that use case will be design on high level.
* Using Six Part Quality Attribute, constraint (technical and business) and Priority template
* Stage 3: Design Architecture
* Output have to:
* Static View, Dynamic View, Physical View
* Mapping from Static to Dynamic, from Dynamic to Physical
* Behavior document (Example: sequence)
* Interface template (CC view slide 10 SAD), this is document for elements
* Definition of interface (slide 8 SAD)
* Stage 4: Review architecture (can use ATAM)
* Stage 5: Decide!
* Stage 6: Experimental
* Stage 7: Planning
* Stage 8: Implement

1. **Guidance apply ACDM to software development model**

* Customer show implement cycle model that similar incremental model apply ACDM**.**
* Giving advice way apply ACDM to traditional and agile model

# **Issues**

| *ID / #* | *Issue/Action* | *Assigned to* | *Due Date* | *Status* |
| --- | --- | --- | --- | --- |
| 1 | Research about the way apply ACDM to incremental model | Ta Ngoc Thien Phu  Ngo Quang Huy |  |  |
| 2 | Research about spring core | Khau Thanh Dao  Nguyen Phan Xuan Huy |  |  |
| 3 | Apply role for all members | All team |  |  |

Table 4: Issues

# **Next meeting**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:**  13/11/2013 | **Subject:**  Team meeting | **Time:**  8:40 AM | **Location:**  704A |
| **Meeting Minutes taker** | Ta Ngoc Thien Phu | | |

Table 5: Next meeting