Kaiser Permanente Cybersecurity Project – Team Meeting Summary:

**Participants:** Danae O’Connor, Noah Warren, Debra Parcheta

**When:** 1:00pm to 2:00pm on 03/25/2024

**Where:** <https://ucdenver.zoom.us/j/9681646314> Meeting ID: 968 164 6314

**Summary:**

All team members were in attendance for the meeting. We started off the meeting by discussing our progress with user testing. Danae sent an email out to all testers last week with all the information required for testing, as well as the required materials such as the instructions, test data, and the application itself. Our testers include four from Kaiser as well as two of our own classmates. We set the due date for completing testing to be 3/25. As of the meeting, we had received only one response from one of our classmates, although we are unable to determine who this is. Since the deadline is approaching, Danae will be sending out a follow up email to all testers to remind them to complete testing. We would like to have feedback from all testers by Friday, March 29th, in order to evaluate the tester’s feedback and identify ways to improve the product.

We also discussed our progress since our last client meeting. Danae had been assigned to readjusting the axis labels to be more centralized, emailing testers the testing packets, and monitoring her email for questions from the testers. Noah was assigned to formatting the incoming tactics into a standard format in order to create a standardized look for the tactics in the tactic view. Danae did send out the tester packets and monitor her email for questions from testers, of which there were none, but was unable to complete the axis label adjustments. Noah was able to format the incoming tactics into a format where each tactic was capitalized and split by spaces rather than dashes. The change affected both the axis labels as well as the tactic for each card, allowing the list of tactics to be sorted into the MITRE order as well as for each card to be properly sorted by its tactic.

Finally, we discussed items to work on for the future. Since Danae was unable to complete the axis label formatting, she will be continuing to work on that as well as emailing the testers to remind them of the deadline and stitching together her improvements with Noah’s tactic formatting code. Noah will be troubleshooting a bug encountered during testing that is causing the visualization not to update properly without a refresh, as well as identifying any other improvements that still need to be made to the product.

**Action Items:**

Debra – No actions are needed at this time.

Danae – Work on getting the spacing figured out for the axis titles and cards, email the testers to remind them of the testing end date, and add these improvements to the code on GitHub (Due 3/27).

Noah – Review notes, past meeting summaries, and the Gantt chart to identify any improvements that still need to be made to the product. Additionally, attempt to debug the issue relating to the visualization not updating the data properly (Due 3/27).