**SecondLaunchMeetingMinutes**   - CYCLE 2

**Date: April 13,2009 (1:40 - 3:15)**

**Meeting: Second TSP Launch Meeting**

**Attendees: Joao, Krishnan, Nisha & Abishek**

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| Agenda: | Planned time: (min) | Actual time: (min) |

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| --- | --- | --- |
| Revisit Process | 5 | 5 |
| Revisit Goals | 5 | 15 |
| Planning for Cycle 2 | 40 | 60 |
| Action Items | 10 | 5 |

**Revisit Process:**

**(Decisions)**

1. Decided to have a code review and inspection at the end of the cycle for all coding related tasks.

**Revisit Goals:**

**(Decisions)**

1. Decided to keep the keep the goals of cycle 1 and decided to work against it.

**Planning:**

**(Decisions)**

1. Decided on tasks and resources for those tasks in cycle 2 and estimated the size and time for each one of those tasks.
2. Decided on include buffer to replan based on resource loading.

**Action Items:**

**(Decisions)**

1. Updating the SRS � (JOAO)
2. Contact mel to get the files and get the SRS signed off � (ABISHEK)
3. Prepare a post-mortem report for launch � (NISHA).
4. Prepare the skeleton of SDS � (ABISHEK)
5. Set up a development environment with eclipse, findbug and SVN integrated � (KRISHNAN)