From:	Ing. Alice Ravizza <ing.ravizza@gmail.com>
Sent:	kolmapäev, 1. veebruar 2017 9:16
To:	Carmelo De Maria
Cc:	Kädi Avik; Risto Kitsing; Mardo Pahk; Arti Ahluwalia; Andrés Díaz Lantada
Subject:	Re: UBORA project identification needs Skype meeting

Dears,
Thank you so much for sharing this first draft. It looks like it covers the main areas of the project management already.

Here some comments regarding the mandatory contents of the e-platform
1. for ISO 13485 compliance, all projects shall have the same overall WP structure. Main WP shall be: design input, design output, design verification. An additional WP for design validation in preclinical environment shall be possible but not mandatory. Gates shall be foreseen for passing from one WP to the other. Any change to a past WP shall trigger an additional gate. Gates are opened only by project supervisors/mentors. These main WPs each have predefined minimum tasks, that can be integrated according to each project. We can discuss this detail later.

Here some personal comments on general usability:
1. I strongly feel we should indicate which processes are already approved by a mentor (ready for further development or protoytpes) and which were only managed by students (still open). Lets find a way (different color? markings?)
2. projectpage_main: we will not be able to put any device/prototype picture for a very long time. On the other hand, the target disease/ patient population would be very appealing
3. projectpage_doc: here we may put a checklist for guiding the participant to identify the directive sections and ISOs that he needs to follow
4. projectpage_repository: let's find a way to determine if the content was validated by the mentor or not yet
5. newprojectpage: I have a general draft for this page, in the dropbox

I have uploaded all my sketches from Pisa in Dropbox. Looking forward to this challenging project with you :)
ciao
Alice

ing. Alice Ravizza

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Skype contact alice.ravizza
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ing.ravizza@gmail.com

On 01 Feb 2017, at 01:05, Carmelo De Maria <carmelo.demaria@unipi.it> wrote:

Dear all,
in attachment a first draft for the project management part, of the the e-platform.
Comments and suggestion are welcome.
Carmelo

Il 31.01.2017 07:23 Kädi Avik ha scritto:

> Dear Carmelo,
> Risto and Mardo are available tomorrow morning, at 9:30. Can I
> arrange the Skype call to this time?
> I'm unfortunately on the conference and can't participate.
> Greetings,
> Kädi
> From: Carmelo De Maria
> Sent: Monday, January 30, 22:11
> Subject: Re: UBORA project identification needs Skype meeting
> To: Kädi Avik, Carmelo De Maria (carmelo.demaria@unipi.it)
> Cc: Risto Kitsing
> Dear Kadi and Risto,
> are you available at 9:30 your time?
> All the best,
> Carmelo
> Il 30/01/2017 16:12, Kädi Avik ha scritto:
> Dear Carmelo,
> When can we make a quick Skype call, to discuss these topics?
> Greetings,
> KÄDI AVIK
> Scrum Master
> +372 56 884 567
> www.agileworks.eu [1]
> FROM: Risto Kitsing
> SENT: reede, 27. jaanuar 2017 14:06
> TO: Carmelo De Maria (carmelo.demaria@unipi.it)
> <carmelo.demaria@unipi.it>
> CC: Kädi Avik <kadi.avik@agileworks.eu>
> SUBJECT: UBORA project identification needs Skype meeting
> Dear Carmelo,
> I hope your travels have been safe and I wish you a secure arrival
> back to Pisa J
> However, I would like to plan a small Skype meeting for next week,
> regarding the topic of primary needs for initial UBORA alpha version.
> This means that what is the minimum functionality that the platform
> should provide - this way we can decide on a framework (or create our
> own, if neccessary) to start our work process.
> I personally have investigated Redmine, Asana and Taiga (taiga.io

[2]) as some of the possible platforms, but to go any further, we have to discuss.

Something to consider - Redmine is built for project management; Asana and Taiga are focused more on user stories and tasks (an agile approach) within a project.

Hope to hear from you soon,

Risto

-- Eng Carmelo De Maria PhD in Chemical and Materials Engineering Research Center "E. Piaggio" - University of Pisa Largo Lucio Lazzarino 1 56122 Pisa, Italy tel: +39-050-2217056 fax: +39-050-2217051 skype: carmelo.demaria

Links:

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[1] http://www.agileworks.eu/

[2] http://taiga.io

<2017-01-31 - software structure for AGILEWORKS.pptx>