

Software Engineering Group 2 - 2009-2010

Meeting Minutes - October 16, 2009

Nick De Cooman

October 18, 2009

Meeting started at *12h10* and ended at *12h55* (Duration: *45 minutes*)

1 Roll Call

Attendees	Status
Nick De Cooman	Present
Jonathan Jeurissen	Present
Sina Khakbaz Heshmati	Present
Jorne Laton	Present
Bart Maes	Present
Patrick Provinciael	Present
Wouter Van Rossem	Present

2 Team Members

Name	Studies
Nick De Cooman	Computer Science, 3rd Bachelor
Jonathan Jeurissen	Applied Science, 1st Master Electronics
Sina Khakbaz Heshmati	Computer Science, 3rd Bachelor
Jorne Laton	Applied Science, 3rd Bachelor Computer Science
Bart Maes	Computer Science, 3rd Bachelor
Patrick Provinciael	Computer Science, 3rd Bachelor
Wouter Van Rossem	Computer Science, 3rd Bachelor

3 Members' strengths

- Nick: CSS, HTML, Java, L^AT_EX, SQL, XML
- Jonathan: HTML, Java, Javascript
- Sina: CSS, CVS, Docbook, HTML, Java, Javascript, L^AT_EX, GNU/Linux, Subversion, SQL, XML, XSLT, Ant
- Jorne: CSS, HTML, Java, Javascript, GNU/Linux
- Bart: CSS, HTML, Java, Javascript, GNU/Linux, SQL, XML
- Patrick: CSS, HTML, L^AT_EX, SQL
- Wouter: CSS, HTML, Java, Javascript, L^AT_EX, GNU/Linux, SQL, XML

4 Job Assignments

Although we came to an agreement, the following assignments are temporary. The definitive decision will be made during the next meeting.

Role	Effective	Backup
Project Leader	Nick	Patrick
Configuration Manager	Jorne	Sina
Quality Assurance Manager	Patrick	Bart
Requirements Manager	Wouter	Jonathan
Design Manager	Bart	Nick
Implementation Manager	Sina	Jorne

5 Website

The website needs to be online as quickly as possible. As Sina has experience building websites, he will be responsible for publishing the website using SilkPage. Wouter will be the backup *webmaster*.

5.1 SilkPage

SilkPage is an XML-based publishing tool that generates Web standards compliant websites. We chose this tool to maintain our project's website for the following reasons:

- Separation of concerns: We can focus on the website's content and use semantic tags provided by the DocBook XML vocabulary; everything else is taken care of by SilkPage.
- Native support for publishing external documents in various formats. [1] [2]
- Customization layers: SilkPage can easily be extended at CSS and XSLT levels. [3]

6 Next Meeting

Next meeting will be held on October 20, 2009 at 17h00.

6.1 Agenda

- Definitive decision about job assignments.
- Demonstration and evaluation of our website.
- Decide which language to use for publishing our reports.
- Software Project Management Plan (SPMP).
- Setup a project milestones (deadlines).
- Risk Analysis.
- Schedule the next meeting.

References

- [1] <http://javad.khakbaz.com/whoami/resume/>
- [2] <http://www.dixite.com/docs/>
- [3] <http://silkpage.markupware.com/docs/>