



Minutes of Meeting

Project	Visual Portfolio Analysis tool for Kommuinvest	Date	2017-10-27
Version	1.0	Start-end time	15:30 – 17:30
Responsible	Aliya Hussain	Location /type	Milan-Vasteras / Distributed

Attended by	Location	Remarks
Valentina Menabue	Milan (IT)	Home, from her room / laptop
Stefano Cilloni	Milan (IT)	Home, from his room / laptop
Luca Franceschetti	Milan (IT)	Home, from his room / laptop
Eldar Alasgarov	Milan (IT)	Home, from his room / laptop
Rodrigo Coelho	Milan (IT)	Home, from his room / laptop
Raffaella Mirandola	Milan (IT)	Home, from her room / laptop (15.30- 16.30)
Hamza Sabljakovic	Vasteras (SE)	Home, from his room / laptop
Aliya Hussain	Vasteras (SE)	Home, from her room / laptop
Tim Liberg	Vasteras (SE)	Home, from his room / laptop
Omar Jaradat	Vasteras (SE)	House, from his room / laptop (15.30- 16.30)

1. Topic A

Discussed about architecture of system and showed some prototypes to supervisors .

CONCLUSION: Supervisors gave suggestions and pointed out some improvements could be added.

ACTION: Discussion between supervisors and team members.

2. Topic B

Discussed about the work done by each member.

CONCLUSION:

Member	Work
Valentina Menabue	<ul style="list-style-type: none">- Requirements & Design presentation (with Luca)- Requirements document deliverable (with Luca)- Created UML diagrams (use case diagram, activity diagrams)- Started Design document
Stefano Cilloni	<ul style="list-style-type: none">- Set up GitHub repository organization- Wrote GitHub coordination documents to better exploit GitHub rich functionalities of fair team cooperation- Set up dockerized version of development environment
Luca Franceschetti	<ul style="list-style-type: none">- Completed sprint 0 and sprint 1 table- Manage Trello board- Created initial version of Product Backlog- Defined initial requirements (with document)- Completed Project Plan document- High level architecture of the system (with Hamza)- Initial mockup of graphical user interface- Talk and write email with customer- Requirements & Design presentation (with Valentina)- Requirements document deliverable (with Valentina)- Revised Minutes of Meeting- Revised Summary Weekly Report
Eldar Alasgarov	<ul style="list-style-type: none">- Research and Small prototyping on various JS platforms and deciding on the one to be used in the project's frontend

Rodrigo Coelho	- Development of a prototype being built in R Studio on Shiny platform to represent its functionalities and capabilities regarding the current project.
Hamza Sabljakovic	- High level architecture of the system (with Luca)
Aliya Hussain	- Worked on minute of meeting documents - Explored Vue.js - Do some mockup with framework's graphics - Drawing initial wireframes for the website structure - Discussed about prototype with Eldar
Tim Liberg	- Requirements definition

ACTION: Each member of the team told about the work he has done during the week .

3. Topic C

Discussed about technologies again .

CONCLUSION:

System Modules	Technologies
Front-End	HTML/CSS/JS, Bootstrap, Vue.js, jQuery, Highcharts (JS library).
Back-End	Node.js, Express.js Heroku (PaaS)
DB	PostgreSQL

ACTION: Team members had another discussion about technologies after the meeting with supervisors .