



Minutes of Meeting

Project	Visual Portfolio Analysis tool for Kommuninvest	Date	2017-11-17
Version	1.0	Start-end time	16:00 – 17:00
Responsible	Valentina Menabue	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)	Building 25.D.2.6 Polimi / laptop
Raffaella Mirandola	Milan (IT)	From her office / laptop
Hamza Sabljakovic	Västerås (SE)	Home, from his room / laptop
Aliya Hussain	Västerås (SE)	Home, from her room / laptop
Tim Liberg	Västerås (SE)	Home, from his room / laptop
Omar Jaradat	Västerås (SE)	From office / laptop

1. Topic

A

Switch the work from “documentary” to “technical”. Installation of working environment on every local device. Discussion of issues that came from this.

CONCLUSION:

We all have working environment on our machines.

ACTIONS:

No further actions required.

2. Topic A

General updates on what each team member was working on.

CONCLUSION:

Member	Work
Valentina Menabue	<ul style="list-style-type: none">- Preparation of Status Report presentation- Creation of Minutes of Meetings document- Creation of Summary Week Report document- Download docker and all the technologies in order to be ready in case Frontend needs help
Stefano Cilloni	<ul style="list-style-type: none">- Migrations of the database working. Automatically triggered each time dev env is executed.- Frontend docker image fix- Docker image building procedure moved to docker hub- Minor fixes about docker integration problems
Luca Franceschetti	<ul style="list-style-type: none">- Sprint 3 retrospective- Sprint 4 creation and revision- Preparation of Status Report presentation with other team members- Updated Project Plan document and uploaded version 1.1- Created Gantt of Sprint 4- Download docker and all the technologies in order to be ready in case Frontend needs help- Trello management
Eldar Alasgarov	<ul style="list-style-type: none">- Login / Logout works, all pages require Authentication now- Role-based separation of the visible parts of the website- CSS Styling separation for all the pages- Key Performance Indicators brought from the Back-end
Rodrigo Coelho	<ul style="list-style-type: none">- Working on exporting data from the prototype database in Access to Postgres.- First need to install Postgres Docker container and then study

	how the JSON import works.
Hamza Sabljakovic	<ul style="list-style-type: none">- Hard-coded values for the FE- Dashboard initial backend
Aliya Hussain	<ul style="list-style-type: none">- setup local docker environment- worked on UI of user profile
Tim Liberg	<ul style="list-style-type: none">- Setup local docker environment- Sprint backlog- Trello management

ACTION: Each member of the team told about the work he has done during the week. After the call with the supervisors we joined another call amongst ourselves to discuss steps for the week ahead.

Topic C

Ask to supervisors a revision of Requirement and Design documents.

CONCLUSION:

Supervisors will revise them as soon as possible.

ACTION: No further actions required.

3. **Topic** **E**
Discussion about what does “alpha” prototype means.

CONCLUSION:

“Alpha” and “Beta” prototype is related to use case stories.

ACTION:

We need to assign labels to use case. They can be related to “alpha” prototype or “beta” prototype.