Minutes of Meeting

Project	Visual Portfolio Analysis tool for Kommuninvest	Date	2017-12-08
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
Raffaela 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**
Talk about our impression on acceptance test of the December 6ᵗʰ.

   CONCLUSION:
   Acceptance test went well but we can and we have to improve more our application. We took notes of what the customer said to us.

   ACTIONS:
   Develop application focusing on customer's requirements.

2. **Topic A**
General updates on what each team member was working on.

   CONCLUSION:

Member	Work
Valentina Menabue	- Prepared slides for presentation - Skype meeting to check the presentation and refine the last details - Creation of Minutes of Meetings document - Creation of Summery Week Report - Modified acceptance test document - Start extension and improvement of ER schema diagram to make it coherent with the actual DB structure - Acceptance test plan document refinement before real acceptance test at Kommuninvest
Stefano Cilloni	- Fix User-Organization (N:1) relationship issue. - All DB models' code refactoring due to a cyclic import problem - Write documentation to let team members manage database, handle database schema reset and trigger manually the automated data import process - Change Company-Municipality relationship from N:N to N:1 respectively - Correct the Municipality import process - EconomicKey and FinancialKey entities initialization - *data_playground.js* test file creation with sample queries to show how to execute query exploiting Bookshelfjs features - Improve the repository's main README file with PRs history link - Creation of GitHub labels to mark PRs in order classify them. Labels are a mechanism to warn team members about necessary actions to be done after the PR merge (e.g. *database schema reset*)

	- Import functions for economic key figures and financial key figures - Improvements to database schema reset procedure - Creation of *data-normalizer.js* module to clean and normalize data before import - Attended Skype call of the acceptance test - Enhanced error handling procedures of data import process - Created all the financial key figures import process - Reinforced economic import process - (Summary) Enforce and improve data cleaning and normalization in general - (Summary) Refinement and expansion of database schema by better understanding relations and data organization - (Summary) Import process expansion though the complete data import of all: companies, municipalities types, municipalities, organizations, financial key figures. And also the partial import of: economic key figures. - (Summary) Improve and widen the data import process by making it: modular, flexible, tolerant to missing data or data errors, strict on data cleaning.
Luca Franceschetti	- Prepared the slide for the presentation - Prepared the presentation speech - Skype meeting in order to check the presentation and refine the last details - Sprint backlog spreadsheet for beta sprint - Trello management - Acceptance test plan document refinement before real acceptance test at Kommuninvest
Eldar Alasgarov	- Replacing fake data in the front-end - Cleaning the Template - Adding filters and choices for graph generation - User Role management for different interfaces
Rodrigo Coelho	- Docker installation and debugging - Development of User Acceptance tests and documentation. - Ran first tests
Hamza Sabljakovic	- Replacing fake endpoints with the database data (data for graphs and dropdown lists) - Testing the implemented solution - Testing the application with the client (Orebro, Sweden)
Aliya Hussain	- Put all organisations into Accordion based on group - Replace fake data from dropdown - Customer meeting in Orebro

	- Fixing docker at my laptop
Tim Liberg	- Updated API documentation (swagger) - Customer meeting in Örebro

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.