



## Minutes of Meeting

<b>Project</b>	<b>Cycling Advocacy</b>	<b>Date</b>	04-11-2019
		<b>Start-end time</b>	12.30-1.30
<b>Responsible</b>	Dominik Kotarski	<b>Location /type</b>	Skype

Attended by	Location	Remarks
Ivana Bosnić	FER, Croatia	FER Supervisor
Elisabetta Di Nitto	Polimi, Milan	Polimi Supervisor
Saloni Kyal	Polimi, Milan	Developer
Carlo Casiglia	Polimi, Milan	SCRUM Master
Elena Bakuleva	Polimi, Milan	Developer
Federico Ferri	Polimi, Milan	Developer
Sandra Kuzmić	FER, Croatia	Product Owner
Boris Vezmar	FER, Croatia	Developer
Izabella Szydelko	FER, Croatia	Developer
Dominik Kotarski	FER, Croatia	Developer

### 1. Introduction:

We discussed our previous deliverables and in particular the project plan document.

#### **CONCLUSION:**

Elizabeta will provide feedback on the project plan document, we will take action accordingly.

### 2. Excel sheet review

We went over the task assignment sheet. Supervisors commented on the format and noted some discrepancies.

- Elizabeta suggests we keep the sheet updated all the time. There were few things which were not updated
- Suggestion: Add the estimated time for the task completion in addition to the time it actually took
- Project Plan sheet - Should there be anything regarding the development?
- How do supervisors know what big parts will be finished by alpha release? - We should define that
- Elizabeta suggests: Organise tasks around user stories, or around architecture.
- We assume that we are going to use Jenkins and other technologies. When are these activities going to be completed, we are lacking estimates. Otherwise tasks linger on without a clear deadline.
- Duplication of Google sheet - we already decided, but did not document it?

#### **CONCLUSION:**

- Keep the sheet updated, be more precise with tasks.

### 3. Presentation review

- App name: Do we need to have the same clearly defined for the presentation: Answer, we don't we can outline both names.
- Make sure to leave enough time for the customer to respond
- User stories: It is too vague in Ivana's opinion. We should have a clear picture of what we are trying to develop.
- Weather conditions? Does the client want this in the app or not? We should check this with the customer.
- Bike choice user story might be misleading since we are focusing on the data collection and not predicting the bike choice for the end user.
- Don't have goals, but have requirements. I want to have my street fixed id a goal. A requirement would be, I want to be able to easily report the problem to the municipality.
- Ivana's question: Why do I need to register/log in to collect the gyroscope and accelerometer data. What does the customer say about this?
- Elisabetta: What does user friendliness mean? What does privacy of users mean? Be specific!
- Elisabetta: What about supporting android smartwatches? Sandra: Battery usage is a constraint and might limit the number of devices we can run the app on.
- What is fixMyStreet?
- What about deployment, where will we deploy this? What kind of server, how much bandwidth do we need.
- What about availability? We need to prepare in advance for a lot of users.
- Elisabetta: We have a lot of missing tasks. Missing are technology stack design, architecture etc
- We need coherency.
- Validation slide: What do we mean by this. Be clear what customer expects. If we have clear ideas about each step we should plan for the validation activity according to that.
- If we are planning to have some serious tests, we should specify clearly what we are going to test and how.
- Product architecture: What is the software architecture of our system? Which components, what exactly. The document should be precisely defined. BIG PRIORITY by supervisors
- How is the backend going to look like. How does the layer that lets you interact with mongoDB look like?
- There is a strong connection between frontend and backend, make sure there is communication.
- Try to assign specific user stories to specific team members.
- We need a mockup task for user interface especially for the web site.

#### **CONCLUSION:**

- Be specific and concrete.