



Minutes of Meeting

Project	SE4YH	Date	13.01.2016
	Meeting	Start-end time	17:00 - 19:15
Responsible	Elena	Location /type	MDH/FER

Attended by	Location	Remarks
Nathan	MDH	
Marius	MDH	
Marko	FER	
Eugen	FER	
Elena	MDH	

1. Topic - Acceptance Test

CONCLUSION: We have to review Acceptance Test Document.

ACTIONS: The Acceptance Test Document and the Requirement document are reviewed during the meeting. We need to send the Acceptance Test Document (Reviewed), the apk file and link to the simulators so the Acceptance test can be performed.

RESPONSIBLE: **Nathan** -> sending the deliverables

2. Topic - Work until end

Dues:

Requirements document: (?done)	22.01.2016 23:55
Design document:	22.01.2016 23:55 - Marko
Project plan:	22.01.2016 23:55 - Elena
Score project: easychair)	14.01.2016 23:55 (Elena will upload to
Test report:	15.01.2016 23:55 - Nathan
Final Product:	22.01.2016 23:55

3. Topic - Score Status

CONCLUSION: Initial version should be done till tomorrow evening. (14.1.2016) - 21:00

ACTIONS: Fill the document!

RESPONSIBLE: Team

4. Jira reports and data

CONCLUSION: We need to decide what information we need from Jira (reports, data and tasks description). Sprint is ending tomorrow 1pm.

ACTIONS: We need tasks statistics, burndown chart, working hours.

RESPONSIBLE: Elena

5. Topic - Sprint Review + Retro

CONCLUSION: -

ACTIONS: 21:00 Review and Retrospective meeting

RESPONSIBLE: Team