



Minutes of Meeting

Project	SE4YH	Date	31.10.2015
		Start-end time	12:00 - 02.00
Responsible	Elena	Location /type	MDH/FER

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

1. Topic - Project Plan Document

We have to deliver the project plan v. 1.0 document until 2015/11/02.

Required content:

http://www.fer.unizg.hr/download/repository/DSD_DocumentationGuidelines_2015_v4.pdf

CONCLUSION:

ACTIONS: Provide information for mentioned topics.

RESPONSIBLE:

- Background and objectives -> **Nathan**
- Impact -> **Diego**
- Project group (Roles..) -> **Ondrej (only Scrum Roles: Scrum Master, PO, Developers)**
- Development process -> **Elena**
- Organization and communication -> **Eugen**
- Initial time plan -> **Marko**
- Quality assurance -> **Eugen**
- Project risks -> **Marius**

2. Topic - SCRUM tool

Define what to use. Education licence not in cloud.

CONCLUSION: pay for JIRA software licence (10\$ per month)

ACTIONS: set up an account

RESPONSIBLE: **Eugen**

3. Topic - Homeautomation Frameworks

Define what to use.

CONCLUSION: Will search for suitable option

ACTIONS:

- Use JEMMA for now
- try to set up e.g. Jemma or other Framework
 - openHab
 - Jemma or similar Framework

RESPONSIBLE: openHap -> Marius
JEMMA or other -> TEAM

4. Topic - Meeting about Requirements & Frameworks

CONCLUSION: We have to deliver requirements document until 2015 - 10 - 11.

ACTIONS:

- Create doodle.

RESPONSIBLE: Diego

5. Topic - Weekly Report

CONCLUSION: We have to deliver weekly report.

ACTIONS:

- Create Google Document.

RESPONSIBLE: Diego