	Minutes of Meeting

Project	Museum booking system	Date	10.11.2014
		Start-end time	17:00 – 18:30
Responsible	Mert Ergun	**Location /type**	Skype

Attended by	Location	Remarks
Mert Ergun	PoliMi	Left at 18:20 because of another course
Marco Edemanti	PoliMi	
Stefano Campanella	PoliMi	
Paolo Manca	PoliMi	
Alessandro Baggio	PoliMi	
Robert Engelmann	Home	
Endri Azizi	Home	
Sebastian Kunze	Home	
Valerio Lucantonio	Home	
Prof. E. Di Nitto	PoliMi	Left at 17:47

1. Requirement and Design Presentation

DONE: Paolo and Alessandro gave information about the current state of the presentation. Sebastian suggested to update the roles of the actors of the system.

DECISION: Presentation parts are shared among three of us. Robert will talk about the requirements of the project since he is the product owner and had a chance to meet with the customer. Rest of the topics, namely interface design (mockups), architectural design and non-functional requirements, are divided among Paolo and Alessandro.

DECISION: Prof. Di Nitto suggested that we should add our roles next to our names on slide 2. In addition to that, she suggested to prioritize use cases in case of any further change and present the user stories in the current sprint. Alessandro showed already selected user stories. Finally, instead of adding new slides for sprint backlog, showing from the Asana webapp has been decided.

IDEA: Prof. Di Nitto suggested to update the use cases as the instructor have the ability of associating himself/herself to a booking. She added that if a use case is not clear you can add a question mark to illustrate that it may change and will be discussed with the customer. During the presentation make listeners think you have a clear plan of what to do next.

TODO: Prof. Di Nitto suggested to update the architecture of the application, more specific information will be given.

2. Coding

TODO: Coding and GitHub conventions will be presented by Stefano at the next meeting.

IDEA: Sebastian thinks that we have to start coding as soon as possible in order to show a working application to the customer and our alfa presentation is not far away. ==Sebastian== also suggested that we should use w3c.org validator in order to make sure that our application will work on every platform.

DECISION: We will start coding by next week because we have two documents to submit this week.

3. General

DONE: ==Sebastian== explained user stories derived from the customer meeting in order to provide better understanding of project requirements that are going to be presented.

DECISION: Meetings with the customer will take place once every two week in order to preserve the current requirements of the sprint. ==Prof. Di Nitto== suggested that we should have a rough plan on the other sprints and get feedback from the customer only predetermined aspects.

DECISION: Previous week's report will be finished and submitted today. This week's report is assigned to ==Mert==.

DECISION: For implementation period, PoliMi team will be responsible from the back-end while the MDH team will be responsible from front-end.

DECISION: For the design document, subtasks, namely Architecture overview, general sentences and diagrams, are created at Asana and they are shared among us.

CONCLUSION: "Having an agile method does not mean having no plan at all."