			Minutes of Meeting	

Project	**Travel n Study**		**Date**	06.11.2012.
	#8		**Start-end time**	10:00 – 11:10
Responsible	Branimir Lochert		**Location /type**	Skype chat conference Milano – Zagreb

Attended by	**Location**	**Remarks**
Branimir Lochert	Zagreb	Project leader
Katarina Sekula	Zagreb	Team member
Milan Čop	Zagreb	Team member
Alessandro Sisto	Milano	Team leader
Javier Hualpa	Milano	Team member
Daniele Rogora	Milano	Team member
Ivana Bosnić	Zagreb	Project supervisor

1. Work division

Discussed whether it is good to divide implementation work in two teams, one concentrating on server side and the other on client side work.

CONCLUSION:
It was decided that if we are able to cleany separate the work and define good interfaces this is the way to go.

ACTION:
FER team will concentrate on server side work while PoliMi team will concentrate on client side work with Javier as a coordinator between teams.

2. Recommendation system

Discussed how complex do we want our recommender system to be.

CONCLUSION:
It was decided we will not make a full recommender system with real algorithms, instead we will use some more logic besides simple filtering to make a simple recommendation system.

ACTION:
Further research into recommendation system needs to be made before we go into implementation phase for the beta prototype.

3. Requirements definition

Discussed the requirements defined in the requirements definition document

CONCLUSION:
Project supervisor Ivana offered some additional feedback, we should use full names for our use cases when reffering to them in the document instead of code like 'UC1'.

ACTION:
The team will go over the document and add some additional minor use cases, also revise the document according to the project supervisor feedback.

4. Testing non-functional requirements

Discussed the priority of testing some non-functional requirements such as performance, security, usability etc.

CONCLUSION:
It was decided that the main focus of testing non functional requirements will be on user experience and usability of the application.

ACTION:
User interface manager will prepare a usability testing campaign with real test users.

5. Design definition

Talked about the content of the design definition document.

CONCLUSION:
It was emphasized it is not so important to get our documents perfect the first time around but to constantly revise them to go along with what we are doing. Also there are no mandatory diagrams that need to be in the design definition document.

6. Other discussions

There were some other discussions which are best not to be documented but forever lost in time.

7. Meeting conclussion

Meeting was concluded with an overview of what needs to be remebered.

CONCLUSION:
Documentation is important to have a common place where decisions made during the project can always be found in a standardized format. For alpha prototype there should be a glimpse into the recommender system which will be built by beta prototype.