



# Summary Week Report

<b>Project</b>	<b>Travel n Study</b>	<b>Week</b>	43
<b>Responsible</b>	Branimir Lochert	<b>Date</b>	29.10.2012.

## Executive Summary

### Timeliness

General Project Status	Fulfillment of Next Milestone
on track	on schedule

## Results This Week

Activity Owner(s)	Activity	Work load	Fore cast	Result / Comment
All	Communication established	3	1	Communication between all team members was established. The team will use Skype for communication.
All	Collaboration tools established	1	1	Collaboration tools were established. The team will use Google groups and SVN for collaboration.
All	Technologies to be used	3	1	Intensive discussions over several periods. The team decided to use .NET.
All	Project research	4	4	Researching various aspects of the project such as student needs when searching for a place to study abroad.
All	Project roles defined	2	2	Several different project roles have been assigned. Responsibilities have been defined.
All	Project vision presentation work	4	4	The team worked together on the project vision.
BL, JH	Project vision presentation	3	3	Presentation of project vision was prepared
BL, JH	Project vision presentation delivery	1	1	Project vision was presented to DSD staff
BL	Project logo draft	1	1	Project logo draft was made
All	Project plan document	18	22	Project plan document was made
BL, JH, AS, DR	Minutes of meeting	3	2	Minutes of meeting documents were made for meetings held this week
JH, AS, DR, KS, MČ	Week report	5	5	Week 43 reports were made
BL	Summary week report	2	2	Summary week report was made for week 43
All	Project plan presentation work	4	4	The team worked together on the project plan
MČ, AS	Project plan presentation	3	3	Project plan presentation was prepared
JH	SVN policy	5	5	SVN policy document was made
JH	Coding policy	5	5	Coding policy document was made
JH	SVN repository configuration	1	1	SVN repository was reconfigured to conform with SVN policy
BL	Project management	10	8	Project management activities were performed

BL	Additional collaboration tools introduced	1	1	Planbox collaboration tool introduce to the team
All	Week meetings	5	2	Weekly team meetings held on Skype
All	Work division	2	2	Team agreed on dividing the work on server (FER) and client (PoliMI) side
DR	Virtual machine setup	1	1	Started work on setting up the team virtual machine
All	Data sources research	6	4	Researched various data sources that could be useful for the project.
All	Meetings with supervisor	3	2	Held both face-to-face and Skype meetings with the project supervisor

## Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
All	Requirements engineering	8	Gathering, analysis, prioritization of project requirements
All	Requirements definition document	24	Making of the requirements definition document
All	System architecture and design discussion	2	Discussing high level architecture and design of our project application
All	Implementation technologies research	6	Researching and testing various implementation technologies
BL	Documentation policy	2	Publishing a documentation policy document
MC, AS	Project plan presentation delivery	1	Presenting project plan to the DSD staff
DR	Virtual machine setup	4	Finalize the virtual machine setup and make it ready for use by the team
All	Week meeting	2	Hold a week meeting on Skype
All	Better collaboration	2	Start using Planbox more (add tasks, items, log work, comments, collaborate)
JH	Data sources research	4	Perform research on interfacing options with chosen data sources
BL	Project plan document revision	1	Perform final revisions on the project plan document
BL	Requirements definition document revision	1	Perform final revisions on the requirements definition document
All	Requirements and Architecture presentation work	4	Contribute to the making of the requirements and architecture presentation
KS, DR	Requirements and Architecture presentation	6	Make the requirements and architecture presentation
All	Week report	5	Write the week 44 report at the end of the period
BL	Summary week report	2	Make the summary report for the week 44
BL, KS, MC	Meetings with supervisor	3	Meet with the supervisor for requirements gathering / system architecture
All	Design description document	4	Start work on the design description document

## Comments / Experiences / Problems

- There were problems with different tools used in the team for editing documents. The team will use a joint tool like Google docs for editing documents from now on.
- The project vision is too abstract, needs refinement and concrete definition of which elements need to be implemented to fulfill project goals.

## Metrics

### Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Metr	Rem
			Plan	Forecast		Actual		
				Week	+/-			
M-001	Project roles defined	BL	43	43	0	43		
M-002	Requirements gathering	All	44	44				
M-003	Acquiring data sources	JH	44	45				

### Working Hours

Member	W43	Total
Branimir Lochert	26	
Alessandro Sisto	29	
Katarina Sekula	20	
Daniele Rogora	19	
Milan Čop	19	
Javier Hualpa	20	
<b>Total</b>	<b>133</b>	<b>133</b>