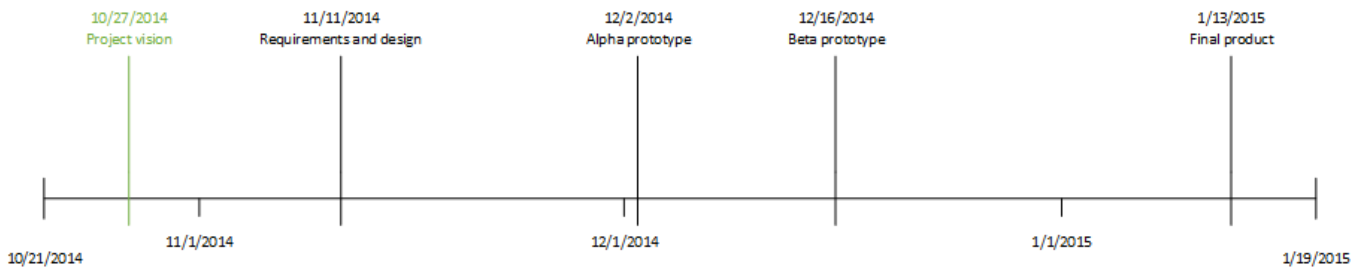




# Summary Week Report

<b>Project</b>	GiftCase	<b>Week</b>	1
<b>Responsible</b>	Gijs Bos	<b>Date</b>	27.10.2014

## Executive Summary



General Project Status	Fulfillment of Next Milestone
on track	slightly behind schedule

## Results This Week

Activity Owner(s)	Activity	Workload	Forecast	Result / Comment
All	Choosing a process and deciding the roles	1		SCRUM chosen as a process Gijs Bos - SCRUM Master Vlatko Klabučar - Product Owner
All	Writing the presentation	4		Presentation done
All	Gathering information from the client	2	1	Need more meetings with clients
All	Discussing future plans	1		Initial project plan

## Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
All	Narrowing the project scope	2	Project split into logical parts.
All	Collecting requirements from client	3	Start of backlog. Initial user stories.
All	Initial version of system architecture	4	A first version of the system architecture will be provided

## Action List

Task	Responsible	Comment
Discuss issues with the clients	Vlatko Klabučar	More detailed understanding of the scope of the project
Write concrete user stories	All	
More information from clients about architecture requirements	All	
Providing a first idea of system architecture	Giulio Cattivera	Initial architectural diagrams
Initial time planning	All	Initial separation of the tasks into sprints

## Comments / Experiences / Problems

Communication problems - there were some problems with the communication through Google Hangouts, so we selected another communication channel for our internal group meeting

Comments and Experiences - We still have uncertainties concerning the scope of the project, which we will have to discuss with the clients

## Metrics

### Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Metr	Rem
			Plan	Forecast Week	+/-	Actual		
M-001	Project vision	All	27.09	27.09	0	27.09	0	0
M-002	Requirements and	All	11.11	11.11				

	design							
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## Working Hours

<b>Member</b>	<b>W1</b>	<b>W2</b>	<b>W3</b>	<b>Total</b>
Gijs Bos	8	0	0	
Giulio Cattivera	8	0	0	
Vlatko Klabučar	8	0	0	
Aleksandra Salikiryaki	8	0	0	
Ana Stepić	8	0	0	
Damir Tomić	8	0	0	
<b>Total</b>	48	0	0	0