

3:55 PM Meeting Start

Agenda:

- Decide team name
- List out a schedule/draft project plan
- Team roles?
- Review and submit synopsis for final approval (due on 6/16/2014) - Define process
- Jira evaluation

POST-MEETING TASKS

Ask Kurt about devcycle's VM if no response by 3 PM on 6/12/2014 (assigned to Tom)

Ask Kurt for SE Admin Account (assigned to Steven)

Decide project management tool (we have academic license for Jira now)

Remind Lee to send supporting documentation (assigned to Steven)

FINALIZED TEAM ROLES:

Josh - team leader

Steve - sponsor coordinator

Tom - scribe

Sara - website coordinator

TEAM NAMING

Currently proposed names:

Centri-pedal Motion

Cyclones

Pedal Driven

Velocipede

Tiger Trek

Group likes centri-pedal motion, but potential issues:

Long name, bit of a mouthful

Hard to shorten without losing some meaning

"centri-pedal" might not make sense without saying it a couple times

Group decision is to stick with centri-pedal motion

SYNOPSIS

Taped presentations available on the se.rit.edu/561 site, can watch those to get an idea of how other groups approached the project. Might help us decide on the best way to move forward.

App functionality - currently reports back on speed/location of riders (does it tell riders their own speed/location?). Need more functionality to draw users to the app.

Focus on extending TourTrak into functionality outside of Toronto-Dominion Five Boro Bike Tour (TD 5BBT) - extra features, **social experience!**

Don't need to focus on process during the synopsis unless it's a vital feature - focus on functionality and "wow" factor

Original design of TourTrak - starting point or solution to expand upon?

Riders -> participants - take into account not just riders but spectators and event staff as well. Only use riders when discussing features specific to the riders themselves like speed tracking

"enhance user experience, social experience, extend TourTrak to new bike tours" -> good coverage but very vague. Synopsis is only 100 words, do we want to extend further?

Avoid overcommitting to the project during the synopsis - specifically listed features will be expected! Try to discuss general concepts.

Discussed participant/client side a lot early in the synopsis - should talk about some admin features like server extensions and analysis tools.

JIRA/FOGBUGZ EVALUATION

Josh has Jira installed on local machine, will go up on our website once we have an SE admin account

Fogbugz test account: <http://centri-pedalmotion.fogbugz.com> (30 day trial)

What are we looking for in a tool? Backlog management, tracking, etc. Need to figure that out to decide which tool to use

Tool needs to support process, not drive process

Are we okay with scrum? Stories, backlogs, daily standups, etc. Jira has options for scrum, Kanban, and "classic" management

Task management for Jira is really nice - add subtasks, update priority, assign version numbers (good for lower-case agile development that Lee wants), update, reassign to new members.

Need to figure out how to schedule versions and create new components, how to display effort values/charts.

PROJECT PLAN

Moved to 6/12/2014 following WebEx meeting with sponsor

Skeleton Agenda for next meeting:

- WebEx meeting with sponsor
 - Team name final decision
 - Go over synopsis
 - Approval of Jira
- Submit synopsis
- Work on project plan

For meeting on 6/19/2014, come up with initial requirements outline to propose to Lee for further discussion

Individual work:

- review available documentation in the Github repository
- play with Jira

5:50 Meeting End