5 June 2014 Kick-Off Meeting Notes

3:30 PM Pre-Meeting:

- Briefly read the project description as a team
  - "Lay-user" - is this for people new to phone apps or people new to biking?

4:00 PM Conference Call:

- Introductions
- End of terms - start of august for summer, mid-december for fall
- App is stable release at the moment - do not leave anything broken
- "Open heart surgery"
- Need to get more into the server side
- Want to improve and build new features on apps - priority for getting return users
- Need server-side modifications for apps, server was not really touched in last go-around
- Prioritize features, we'll see how much of the server we touch
- Basic modifications necessary
- Find friend feature on app - need to periodically communicate info back to server to support feature
- Configuration for multiple tours is strictly server-side
- Battery management issue app-side, want to reduce battery strain (on iOS especially)
  - Previous team feels android battery has been handled about as well as possible
- Sponsor foresees an agile (lower-case a) approach
- Lightweight documentation (sponsor says he uses powerpoint sometimes)
- Sponsor says 2-3 week sprints work best
- Code is on github, continue using that repository - under sponsor's name
- Will want to use Jira or Fog Creek Trello / Fogbugz
- Cordova - cross-platform framework for building apps on multiple frameworks like iOS and Android
- Development platform should not matter between PC or Mac
  - Sponsor recommends specializing - too much to learn both platforms
- Sponsor has lots of supporting documentation from previous projects, will send to Steven's email address
  - Needs to go find it first - might be a bit. Shouldn't be a problem to find it.
- Server is using Django. Python will be important to pick up.
- Thursdays at 4 PM are good for weekly WebEx meetings
  - Sponsor is not available on July 10th, August 28th, November 27th
- Other general things about process:
  - Generally better to do 2 week sprints, can go to 3 if needed
  - This needs to be proofed through testing
  - We should press load testing hard and early

- No last minute rush except for small nice-to-have things, majority of project should already be done or else there won't be time to properly test and deploy
- Tracking is important but additional features necessary to draw people into the app
- fun thing not on list yet - scavenger hunt
- Sponsor's role is as project executive, stakeholders are customers like Bike New York
- Customer will ultimately decide what is prioritization for features
- Trying to work with additional organizations
- Possibly additional use cases out of sources like public radio stations
- Laura is customer from Bike New York
- Sponsor make take a first stab at setting up a Jira account
- Synopsis is first deliverable - ~2 weeks out
- "Synopsis will by necessity include a review of architecture"

4:40 PM WebEx meeting end

Team name discussion
Come up with a name, find 3 things wrong, fix-rinse-repeat
Want a descriptive name with a sense of ownership

Documentation options
Google docs + HTML export for embedding in team web page
Sharepoint - more robust than google docs or dropbox

Synopsis
Mention that we are picking up where the other team left off?

TourTrak developed by last year's senior project team in conjunction with Bike New York and TD Borrow Bike Tour was a success

Project Timeline
2 June - August 15
Breaks:
- Josh: 15-20 August
- Sara: 6-11 August
- Tom: 8-14/15 August
- Steve: 15-18 August

December 18th - last day of Fall semester

6:00 PM Meeting End