I. Introductory Information

A. Date: Wednesday, March 9, 2005
   Time: 4:00PM – 6:00 PM & 7:00 PM – 8:30 pm
   Place: SE Team Room

B. Attendees
   Kristy Rozanski  Kristina.Rozanski@gmail.com
   Tim Lund       tim.lund@mail.rit.edu
   Dave Kerstanski djk9149@rit.edu
   Jessica Linendoll jal9955@rit.edu
   Dan Lovette    dwl2239@rit.edu

C. Meeting Objective
   The objective of the meeting is to revise the project plan, adjust the responsibilities
   refactor the design of the system, and compile a status report.

D. Member Roles
   Leader: Kristy
   Recorder: Jessica

II. Discussion & Decision Making Outcomes

A. Project Plan
   Discussion Leader: Kristy

   Extend Dates
   Team went through SRS and estimated how much time will be spent per
   requirement. The team changed the release dates because of this estimate. The
   third iteration will be released week seven.

   Integration Dates – TBD

   Poster Plan – Poster due week seven

   Conference Paper:
   5-6 pages due at the end of quarter. Look at the SE archives to see what needs to
   be there.
B. Responsibilities
Discussion Leader: Kristy

Help Stuff – tool tips, user manual / html help pages –
Need the following html pages
  • Preferences
  • Print preview
  • Page setup and
  • Main GUI page
  • Title page

Poster - TBD
Conference Paper - TBD
Testing – Dan is the owner, all do tests and come up with test cases

C. Design
Discussion Leader: Jess

- Need to change the four letter strings to global constants in the User Preferences so that we won’t have the same name as the dxf symbols.
- Need to talk to Dale about manipulating the line (drawing a VLINE or HLINE instead of taking it from the library). We would have to be able to manipulate the drawing before it is saved or printed. We need to know if we are to draw our own lines or just use the ones from the library.
- Team will need to create interfaces where the users can plug in a new algorithm or such. (This is needed for layout and placement.)
- Table of Content – check if it is type application and then add the current page number to the table of contents and insert the TOC at front of book. Need to talk to Joe because the DLL does not currently tell us if it is an application.
- TOC – should have two mtext one with the application string and the other is page number so they will line up correctly.
- Need a TOC manager so it can create a new TOC page when needed
- To be consistent with our design we will not have a printable interface and everything will be done in terms of grids
**D. Status Report**
Discussion Leader: Kristy

Refer to the weekly status report.
Risks have not changed

**E. Metrics**
Discussion Leader: Tim

This is week 12

### III. Action Items

**A. Post Status Report on Web**
People Responsible: Kristy
Completion Date: 3/10

Additional notes on action item:

**B. Update Project Plan, Gantt Chart**
People Responsible: Kristy
Completion Date: 3/11

Additional notes on action item:

Make changes with new release dates and integration dates.

**C. Update SRS document**
People Responsible: Tim
Completion Date: Monday March 14

Additional notes on action item:

Need to add table of contents, cover page, reference

**D. Update Design document**
People Responsible: Jess
Completion Date: Week 2

Additional notes on action item:

Document design decisions before implementation for this iteration!
E. Update Test Plan document

People Responsible: Dan
Completion Date: Week 2

Additional notes on action item:

Need to still have a meeting to discuss test cases & test plan.