I. Introductory Information

A. Date: Thursday, December 16, 2004
   Time: 11:00AM – 12:15PM
   Place: SE Team Room

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

C. Meeting Objective
   This objective of the meeting is to gain a better understanding of ALSTOM’s
   input/output files, and to discuss items to be mentions during the meeting with them
   at 4PM. Time permitting, do a wrap-up of stuff before we leave for Christmas break.

D. Member Roles
   Leader: Kristy
   Recorder: Kristy

II. Discussion & Decision Making Outcomes

A. ALSTOM Input & Output files
   Discussion Leader: Tim & Dan
   Decisions made:

   Management of different input files
   - read them, parsing
   - VCK – Boolean equations, state (open/closed), application line
   - need interface to CAAPE
   - manage different modes of files
   - figure out which files match which situations

   Input: the dxf libraries?
   - format: dxf, text, bitmap?
   - Need to parse this, or simply place into drawing?

   Output
   - DXF, Dan – ask about a viewer tool
B. Features for each iteration in Project Plan

Discussion Leader: Kristy

Decisions made:

Ask ALSTOM for input/expectations.
Set deadlines for ALSTOM

Iteration 1:
- high-level architecture design
- new language? C#, or C/C++
- QUESTION: ALSTOM development environment? Visual Studio .NET?
- Sort through existing code/system
- Parse/get input – produce basic output
- Use existing algorithms
- Basic, basic functionality

ALSTOM deadlines:
Input specifications – week of Jan 3
Output specification – week of Jan 3
Test plans – week of Jan 3
Input/output files for testing – week of Jan 10
DXF viewers – Jan 12
CAAPE development guide/ interface definition – week of Jan 24
Review Req v0.1 – Thursday, Jan 13
Review Sys v0.1 – Thursday, Jan 27

Iteration 2:
- tackle areas identified as RISKY:
  o parsing
  o CAAPE interface??
  o placement algorithm
  o printing/ print preview
  o DXF viewer
- Improve the algorithms
- Improve the design

ALSTOM deadlines:
Review Req v0.2 – Thursday, Feb 3
Review Sys v0.2 – Thursday, Feb 17

Iteration 3:
- gather feedback
- reflection on process & project plan
- redesign/ refactor system
- new features (major feature set in vision & scope document)
- user manuals
- help documentation (for feedback on usefulness)

**ALSTOM deadlines:**
Review Req v0.3 – Thursday, March 17
Review Sys v0.3 – Thursday, March 24

**Iteration 4:**
- final feedback!
- improvements on system
- clean-up
- performance improvements

**ALSTOM deadlines:**
Review Req v1.0 – Thursday, March 31
Review Sys v1.0 – Thursday, April 14

**Deployment:**
- user docs & help features

**C. Use Case Identification**
Discussion Leader: Kristy
Decisions made:

Everyone get an individual Use Case list together over break!!!!!!

**D. Requirements Elicitation Questions?**
Discussion Leader: Kristy
Decisions made:

Development environment? Visual Studio .NET? C# or C/C++

Any tools that they know would be useful

Do they mind use case description for requirements?

*.VPC and *.CSI files?

Who does the printing currently:
- AUTOCAD prints the drawings?
- Or does the relay equivalency program print?
- Do you print the dxf files?
- Or do you choose to either print or create a dxf file?

More information on what the system’s engineer does with the drawings/output.
**E. Plan for Week 4**

Discussion Leader: Kristy  
Decisions made:

SRS document must be to ALSTOM by Friday, 1/7 (a milestone)!  
Meeting Moday, January 3 – 8:00 PM  
Each person come with their own set of use cases

For now, elicitation will consist of emailing questions  
Tuesday meeting with ALSTOM is too early

Get input and output specifications this week!

**F. Website**

Discussion Leader: Kristy  
Decisions made:

Order of items:
Home – name of project? Icon?  
Documentation – vision & scope, no risk management  
Meeting Minutes – copy & paste into pub html dir updates this??  
Contact Info

Tim – what do you want on the website for metrics?  
PDF’s of documents?

**III. Action Items**

**A. Draft of SRS Document**

People Responsible: Kristy  
Completion Date: Monday, 1/3/2005

Additional notes on action item:

Just find a template.

**B. Begin Research**

People Responsible: All  
Completion Date: Monday, 1/3/2005

Additional notes on action item:

Will definitely ask for progress during next meeting after break…  
Keep doing work on this!
DXF file: Dan
Parsing Dude: Dave
Placement Algorithm: Kristy
CAPPE System: Jess
Printing: Tim

C. Metrics
People Responsible: All
Completion Date: Before you leave for break...

Additional notes on action item:

Tim prefers the spreadsheets to be emailed to him.
Let’s get this to him before break so we don’t forget when we get back.

The categories are:
  Admin
  Research
  Requirements
  Development
  Testing
  Maintenance

D. Update website discussed items
People Responsible: Dan
Completion Date: Before you leave for break...

Additional notes on action item:

Refer to the website discussion item above.

E. Next meeting – Thursday 12/16 4-6 PM
People Responsible: All
Completion Date: 12/16

Additional notes on action item:

Meeting with ALSTOM on Thursday to discuss input/output files.
We will also gather their feedback from the Project Plan and the V&S.