RTD-Log
2. meeting 19.1.01 12:15 - 14:00 in C455
Minutes

Present: Matti Johansson, Marko Moisio, Juha Saarelainen,
Minna Vasankari, Dan Patrick Doepel,
instructor Mika Karlstedt,
13:15→ customer Tiina Niklander
Absent: –

Topics:

- keys to our locker were given. It is number 1 in the room D328.
- the other weekly meeting was settled to be on Tuesdays 10:15 - 12:00 at least until March. The room will be told later.
- meetings on Friday will take place in the room C455
- the waterfall model was chosen as our project model
- the coding of activities in our work time diaries should follow the one given in chapter 4 of the project work instruction. Even better if each activity is also described with a word or two.
- Matti will fix the CVS environment for us after we get the group directory
- Before next meeting on Tuesday:
  - Minna prepares a LaTeX-document as a starting point for writing the documents
  - Patrick outlines our project schedule
  - Marko writes the general description of the software
  - Juha sketches the table of contents for the project plan

- The duration of the project will be 12 weeks and the time will be divided as follows:

project plan	1 week
requirements analysis	6 weeks
implementation	2 weeks
trimming & testing	3 weeks

- The customer asked for that the comments in the code would be written in English, but the documents may be either in English or Finnish. We decided to write also the documents in English.
- The name of the team is spelled RTD-Log
- Matti was chosen as the Project Manager
- Juha, Marko ja Patrick are responsible for the coding work. Their exact areas of responsibility will be settled later. One of them will take care of the secondary storage subsystem and the other two of the database node.
- Minna was chosen to take care of documenting and testing. She will also maintain the team's homepage later on.
- C is our implementation language.
- At least the following documents will be written: project plan, requirements document, design document, testing and implementation documents and possibly a maintenance document.
- Customer Tiina Niklander was asked to come to tell us more about our project and she also answered a lot of questions.
- The customer's room is room number B428.

The next meeting will take place on Tuesday 23.1. at 10:15. The room number is told later.