1. Meeting Information

Date/Time of the Meeting:	**August 20, 11:30am**
Inviting person:	**Juanjo Hierro**
Minutes takers:	**Juanjo Hierro, Axel Fasse, Miguel Carrillo. All the rest helping**
Name of the meeting:	**Joint WPLs/WPAs follow-up confcall (August 20)**
Place of the meeting:	
Phone details (if PhC):	**powwownow (PIN: 050662) webex details circulated**
Version	

2. Attendees

Please unmark your name in the table below if you have attended the meeting.

Name	Company / Organization
Pierangelo Garino	Telecom Italia
Matteo Melideo, Stefano De Panfilis, Davide Dalle Carbonare, Paolo Zampognaro	Engineering
Alex Glikson, David Breitgand	IBM
Dénes Bisztray, Lóránt Farkas	NSN
Pascal Bisson	Thales
Hans Joachim Einsiedler, Kay Hänsge	Deutsche Telekom

Torsten Leidig, Uwe Riss, Axel Fasse	SAP
Thierry Nagellen	Orange
Juan Bareño, Carmen Perea	Atos
Carlos Ralli	Telefónica I+D
Miguel Carrillo	Telefónica I+D
Juanjo Hierro	Telefónica I+D

4. Objective and topics addressed during the meeting

	Top priority topics
	Review of status of deliverables due by end of June as per our internal planning (announced to the EC) Delivery of these deliverables for WP3-WP8: ● Unit Testing Plan and Report ● Installation and admin manual ● User Manual ● Source code The PO has requested access for all password protected deliverables (for him and for the reviewers). We will send the details to the EC shortly.
	FI-WARE Testbed and Catalogue The definite Testbed is up and running, we need to resolve an issue with licenses to be able to administrata it properly (limited access to ILOM). As soon as we have this, we will install Ubuntu and let the Cloud chapter (IBM) know to start the deployment of their GEs on 5 physical machines.

In the meantime, we will continue using the contingency servers in UPM and Red.es

Do not forget to remind the GE owners that they have to provide a list of authorised IPs, one company wide (optional) and another one per GE.

The UCs will provide their IPs at some point (if not, they will not be able to access the testbed)

The installation of the GEs will fulfill D.10.2.a. for each GE. Note that to accept a GE delivery we need to:
- Get the integration tracker updated
- Get the cockpit updated (the Sanity Check is <u>NOT</u> passed by the GE owner!)
- Get the Catalogue updated - follow the guidelines provided by Engineering,

We will announce availability of the FI-WARE CEP (Complex Event Processing) GE soon. Other Data/Context Management GEs should be announced also along this week.

AP - TID will carry out a revision of the cockpit to check what GEs may be arriving later than initially planned.

Miguel reminds that IPs that access the Testbed are filtered on a per GE basis.
There are three IP ranges:
- IP ranges from FI-WARE partners. They should be allowed to get access to any FI-WARE GE on the FI-WARE Testbed
- there was another IP range list that Thorsten (SAP) introduced but we don't know now what it was for (AP - Miguel to check why this list was needed)
- IP ranges from UC projects: they have to provide the range of IPs from which they want to get access to FI-WARE GEs on the FI-WARE Testbed

AP - Juanjo to send an email to the FI-PPP AB reminding they have send us their range of IPs.

Deliverable on 3rd Party Innovation Enablement in FI-WARE

In depth review carried out by Uwe Riss and Juanjo. Current version of the document (currently in MS word format) is getting close to final. Mostly revision of I2ND and Conclusions chapters pending.
We expect to be able to deliver this not later than Wednesday (provided that contribution by I2ND arrives earlier). Pier: we expect to be able to provide the I2ND contribution by tomorrow noon.

Resubmission of Technical Roadmap

Almost done. All contributions to the private Wiki are currently available on the public Wiki because current drafts are more accurate/complete than what was there so there

were more advantagest than disadvantages.

Cloud has to fix tables regarding 2nd Release and Data/Context Management has to review that Epics/Features linked to Pub/Sub Broker GE are properly captured.   Both to complete this by this evening. Once this gets done, we should be able to resubmit tomorrow.

Architecture and Open Specifications peer-reviews

Juanjo sent an email with assigned peer-reviews and target dates to provide comments.

AP - all WPLs to carry out the plan involving the necessary people.   Architecture peer-review should be mostly carried out by WPAs while it was recommended that review of Open Specifications be carried out by people with experience in RESTful specifications.

Revision of Epics and Features

As already pointed out several times, the stakeholder field of Epics and Features entries in the public Wiki should be reviewed.   Chapter trackers should also contain references to the Epics and Features already public on the Wiki.

AP - all WPLs to check the emails from Juanjo with specific instructions.

Juanjo raises the issue that there should be some Epics that should be taken into account for each GE in the second release. However, none of them listed them among the Epics to be considered:
- Multi-tenancy
- USDL-aware
- Security-enabled (e.g., integration of RESTful APIs with OAuth)

How should we take care of this ? Any other common Epics ?

AP - Juanjo to send an email to mailing list raising the issue and coming with the proposal that we have just discussed: chapters should consider incorporation of these Epics per each GE (this means creating the corresponding entry on the public wiki) and update the Technical Roadmap accordingly, but this is a task to get finalized during September. It will not delay resubmission of the Technical Roadmap deliverable.

Planning of subsequent Minor Releases and Sprints

Once we have made the effort to clean up the backlog, we should catch-up and start applying Agile more rigorously.   We may apply simplifications to the current approach to make it lighter. Chapters should make an effort to start planning minor releases and Sprints starting beginning of September.

	Juanjo will send an email on the matter.
	Attendance to Infoday organized by the EC (September 12th) Juanjo will send an email about this request. Neither Stefano nor Juanjo can make the presentation, but will be definitively involved in preparing it. SAP will check availability on their side. Thierry or Pascal would also be a good candidate but they are on holidays. Pier: there is a Security Infoday in Brussels on the 11th.
	Technical Whitepaper on encompassing usage of FI-WARE GEs Held on until Juanjo can put time here. Now prioritizing more urgent deliverables.
	Look & feel styleguide for web pages and portals The UPM has produced a first set of guidelines for FI-WARE webs and portals: https://forge.fi-ware.eu/docman/view.php/27/1125/Look%26Feel.zip Teams to try adapting to this as much as possible for the Testbed by end of July. FI-WARE Webs and Portals should definitively align by the upgrade of the FI-WARE Testbed planned by end of September. AP on WPLs to start sharing this with their teams for consideration. Again, no strong requirement to follow the guidelines for the FI-WARE Testbed available by end of July but for the upgrade of it by end of September. AP on WPLs to come to the next follow-up confcall with feedback on whether they see any issue complying with the guidelines by end of September. Telefonica has already setup a mailing list for discussing about the guidelines (fiware-webdesign@lists.fi-ware.eu). AP- Telefonica to add all WPLs and WPAs to the mailing lists by default. WPLs can designate alternative or additional representatives of their respective chapters.
	Standardization WPLs to encourage updating the standardization public pages from now on: http://forge.fi-ware.eu/plugins/mediawiki/wiki/fiware/index.php/Standardization_Activities

Other topics

How to make it easier how to find information

Matteo raises the point that we should work on how to make more visible **ALL** the FI-WARE results (e.g. publishing them directly on the web site and, not only, on the wiki!!!)

Actions to take:
- Add some sort of introduction that explain where to go for what
- Add links from the website to the relevant points of the wiki
- Investigate on how to improve navigation within the wiki (if technically feasible)

AP - Telefonica to prepare a plan for implementing the above actions.

Discussion on the appropriateness of using pdf generated files took place.

AP - send email to Arian on the matter

"State of the art analysis" (D.2.6.a) - month 18

We have to start planning/working on this deliverable.   Following is the description of this deliverable in the DoW:

> *This deliverable provides a view on the state of the art, concerning technologies that are considered relevant to the Future Internet. The document will analyze the most recent technological advances as well as innovative market disruptions and user trends that may impact or are already impacting the Future Internet. It will also analyse the activities and recent results of the most relevant initiatives and projects at national, European and International level.*
> *This analysis will help to identify which are the major differentiation points of FI-WARE components released in month 12, 24 and 33. It will also help to identify gaps as well as technologies in which to focus further work.*

This is a deliverable that will require contributions by every chapter. Those can be developed independently by each chapter. Besides this, we should have a section/chapter elaborating on how it is the state of the art regarding development of a holistic/integrated solution (here it is where we should elaborate there is a major differentiation point).

AP - Telefonica to provide common ToC to be followed. We suggest that we develop this document using Google docs, later we will translate into the Wiki, although maybe this doesn't need to be part of the wiki. Proposal was planned to be delivered in this

	follow-up confcall but TID hasn't been able to make it. TID to try it for the next follow-up confcall.
	Next General Assembly AP - Juanjo to launch thread of discussion on the email.
	Risk management plan - organization The document in its present status is here: ● https://docs.google.com/spreadsheet/ccc?key=0AhTmk3UgJVcbdDlxU05GbnZwb2duZ3RycWdhMmtmaVE#gid=0 On our weekly confcall we will prepare beforehand a number of items for discussion (10?) Thales stresses that the Impact column is risky and should be kept strictly internal. Telefonica agrees but acknowledges some impact on the quality of the deliverable if this is missing. We will fill it in and then we will decide whether to deliver this with or without the column. AP- Telefonica to define the meaning of the terms (risk, impact, high, low, medium...) AP - Telefónica to send the list of 10 items for discussion the next week after each confcall and add them to a dedicated wiki page where we will discuss it.

6. Summary of action points (TBR)

7. Reference documentation

- FI-WARE DoW:
  - https://forge.fi-ware.eu/docman/view.php/7/681/FI-WARE+DoW+vfinal+reviewed+11-11-21.docx
- Info on Architects's Week
  - http://forge.fi-ware.eu/plugins/mediawiki/wiki/fiware/index.php/Collaboration_activities#FI-PPP_Software_Architects_Week

- Architects's Week agenda
  - https://docs.google.com/spreadsheet/ccc?key=0ArcymbqnpOfkdGJqeEFlblNEUk dxdkl2NW1sM0FWUUE#gid=0