

## 1. Meeting Information

<b>Date/Time of the Meeting:</b>	07/04/2015 10:00-11:00
<b>Inviting person:</b>	Monica Franceschini
<b>Minutes takers:</b>	Monica Franceschini, others helping
<b>Purpose of the meeting:</b>	Apps Chapter weekly call
<b>Venue:</b>	GoToMeeting (virtual)
<b>Phone details (if PhC):</b>	<a href="https://global.gotomeeting.com/join/381666277">https://global.gotomeeting.com/join/381666277</a>

## 2. Attendees

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

Name	Company - Chapter/WG	Attended?
Francisco de la Vega	UPM	Y
Alvaro Arranz	UPM	Y
Aitor Magan	UPM	Y
Javier Soriano	UPM	Y
Davide Zerbetto	E-IIS	N
Monica Franceschini	E-IIS	Y
Manuel Escriche	TID	Y

Mónica/Davide?: Is the GoToMeeting session open? it says: waiting for the organisator?yes sorry wait please...

We (UPM) are also waiting.

### 3. Agenda

1. Activities for planning sprint 4.3.1
2. Action points from previous meeting

### 4. Minutes of meeting

1. **Create sprint planning issues for your contributors - Chapter LEADER**
2. Create and/or schedule backlog issues for **Release 4.3** and **Sprint 4.3.1 - GEI Owners**  
+ Leaders
3. Topics:
  - Your developments
  - Your bugs
  - Your deployments (FIWARE LAB)
  - Your Publishing (Catalogue)
  - Your Training (Academy)
  - Others?
4. Attend sprint planning meeting - **not attending affect karma**
5. Review sprint planning - Chapter Leader and Manuel

#### Reminders

- Backlog views are available at <http://backlog.fiware.org>
- Check the urgent section from time to time, and react to overdue and blockers assigned to you
- Backlog urgent section available at: <http://backlog.fiware.org/urgent>
- Make sure you've got something in progress
- Give priority to blockers assigned to you
- Don't lose sight of issues with deadlines

1. **Action points from previous meeting**

...

## 5. Action Points

AP1	Send the technical Whitepaper modifications and add iworkitem to Jira	Javier	done
AP2	Create workitems for Apps sprint planning	Monica	done
AP3	Check and correct naming conventions for issues through backlog	GE owners	done
APP4	Finish and publish the architecture	Francisco	done
APP5	Send email with estimation of calendar of our live demos + use cases (with analytics on the usage of cloud resources, provided through the store, with SpagoBI) for next demos	Monica & Davide	