1. Meeting Information

Name of the meeting:	**FI-WARE WP13 Weekly Meeting**
Date/Time of the Meeting:	**Wed 12th February 08:30 - 09:30 CET**
Inviting person:	**Christof Marti (ZHAW)**
Minute taker:	**tbd (tentative All)**
Place of the meeting:	hangout
Connection details (if required):	Participant Access code: **345446#** International dial in numbers: https://www.freeconferencecall.com/free-international-conference-call/internationalphonenumbers.aspx Screen sharing session on request. Dial In numbers: • Finland +358 (0) 9 74790024 • Germany +49 (0) 30 255550300 • Switzerland +41 (0) 44 595 90 80 • Spain +34 911 19 67 50
Link to this Document:	https://docs.google.com/document/d/1v3Nbpl_mXUdU3WmFsS6JLJJ_gw9eY6RFqMDurJBpByE/edit
Version:	**1.0**

2. Attendees

Name	Company / Organization	Participating (Yes/No/Comment)
Christof Marti	ZHAW	yes
Philipp Slusallek	DFKI	
Torsten Spieldenner	DFKI	
Felix Klein	DFKI (XML3D/Xflow)	
Stefan Lemme	DFKI / FI-Content	
Kari Autio	UOULU/CIE	
Jarkko Vatjus-Anttila	UOULU/CIE/Cyber	
Esa Posio	Cyber	
Toni Alatalo	Playsign	
Erno Kuusela	Playsign	
Lasse Öorni	LudoCraft	Yes
Tommi Hollström	Adminotech	
Cvetan Stefanovski	Adminotech	

Jonne Nauha	Adminotech	
Tharanga Wijethilake	Cyberlightning	
Antti Karhu	UOULU/CIE	Yes
Ari Okkonen	UOULU/CIE	
Arto Heikkinen	UOULU/CIE	Yes
Matteo Ligas	Adminotech	
Antti Kokko	Adminotech	

4. Topics discussed and Agreements

Tentative Agenda:

Id	Topic
1	**Status of Deliverables** ● **D.13.1.2 Open Specification M30** Was a long time with me. Fixing many issues (and some problems with the document generation process) Is delivered for review but not yet to the PO. ● **D.2.3.3 WP13 contrib to Architecture R3** Consolidated version delivered for another review and integration. (still some comments in review doc to be considered for an update, e.g. in OpenSpec) ● **Review of Architecture part WP8** Delivered 3 weeks ago. ● **Review of OpenSpecification WP8** Delivered last week ● **D13.1.3 OpenSpecification M36 (1st Wave)** overdue (see below) ● **D13.1.3 OpenSpecification M40 (2nd Wave)** to be updated very soon (see below) ● **Delivery of Release 3** still open issues to be fixed ● **State of the art WP13 contrib (abstract) [March 14th]** will take it from the FI-Core proposal
2	**Organization of FI-WARE Release 3** Fixed some issues. Still some open points to solve. ● structure of install & admin manual needs to be fixed ● UTP need references to features they test. Also need to be replicable (First job today after lectures) List of GEI docs for which feedback is not clear (please add docs with open questions)

	• Questions? **==== Relevant Background from previous weeks ====** -- 05.02.2014 -- Cockpit: https://docs.google.com/spreadsheet/ccc?key=0Auieh_fs3EUxdFVvY19ab1IFRDRUaTBrUXlpYzBVRlE#gid=17 First feedback is here: https://docs.google.com/spreadsheet/ccc?key=0AqLSWp0KXaaDdGZ0ekFhREgyMFdoT1owZ1BYdFlnbGc&usp=docslist_api#gid=2 In process checking the current status and will contact each which is open directly. Any general questions & comments. [AP: All GEis not fixed] immediatly fix requested problems [AP: Christof check and contact GEi owners open **==== Relevant Background from previous weeks ====** -- 05.02.2014 -- **Guides & Unit-Testing Plan** All (except one) delivered for review. First feedback is here: https://docs.google.com/spreadsheet/ccc?key=0AqLSWp0KXaaDdGZ0ekFhREgyMFdoT1owZ1BYdFlnbGc&usp=docslist_api#gid=2 Most rejections are easy to fix. See comments. AP: GEi owners [Thursday EOB] Fix the rejected documents. **Delivery of Software** All (exept one) packages were delivered last week. (congratulation) I updated the links in the dashboard to go to the related package on the file-page instead downloading the files directly.
3	**Agile Dynamics** **Status/Questions for fixes:** • **[AP: Christof] Still todo - Set up materializing page & evtl. rename epics.** **==== Relevant Background from previous weeks ====** -- 26.02.2014 -- Manuel sent newest backlog report: **https://forge.fi-ware.eu/docman/view.php/27/3436/FIWARE.backlog.miwi.review.20140219.xlsx** **Cleanup Issues:** First tab (Backlog review) shows overall statistics & **the checked criterias**

		Tab (Middle) then shows the detailed tab which has a issue. C1: timing issues: ● Features -> Release (no sprint set) ● WorkItems, UserStories -> Sprint (has to be consistent with Release) C2: Status ● Release 3.3, Sprint 3.3.2 should now be under execution (not open) C4: Consistent Hirarchy ● Story missing Feature as parent ● Epic missing Features as children C3: Consistent Reference/naming ● Naming of Project, Type, … wrong C5: Valid Link to public description ● Link to feature description in public wiki missing or wrong C6:Check for documentation ● Reference on Materializing page not found [AP: ticket owner] C1 - C5 fixed today [AP: Christof] Set up materializing page
4		**Open Specification V3** Dashboard for Open Specification V3: https://docs.google.com/spreadsheet/ccc?key=0Auieh_fs3EUxdFVvY19ab1IFRDRUaTBrUXlpYzBVRlE&usp=docslist_api#gid=21\ It contains the direct links to the GE Specification and the OpenSpecification API pages. The APIs are copies of the old versions (without the DRAFT), because this is the final release, which should not be draft anymore. The links to the wiki pages can also be found on the FI-WARE OpenSpec v3 Wiki-page: https://forge.fi-ware.org/plugins/mediawiki/wiki/fi-ware-private/index.php/OpenSpecs_v3 Specs should be updated according to the schedule below: AP: ALL GE owner [Friday March 14th]: update wiki page for Open Spec & APIs AP: Adminotech [ASAP]: Status for 3 GEs ending M36 (they should have to be reviewed and have to be released already) ==== **Relevant Background from previous weeks** ==== --- 26.2.2014 -- Adminotech: We need to provide R3 OpenSpecification NOW for those GEi ending in M36. **AP: Adminotech ASAP, Friday: Confirmation that OpenAPI is updated.** --- 15.1.2014 --- Next release of the Open Specification is due related if the partner is finishing development in M36 or extends until M40. If you stop work in M36, the schedule is similar to the Architecture Delivarable. If you continue until M40, the schedule is as follows: 14/Mar/2014 - First draft of contributions by chapter ready for peer review - edition in PRIVATE WIKI - Generate word doc for review

		17/Mar/2014 - .docx first version of chapter ready 24/Mar/2014 - Comments on first draft (.docx with traced changes) 31/Mar/2014 - .docx second version of chapters ready for the review of the coordinator From 31/Mar to 28/April, interactions with the coordinator to refine the docs. (note the that Easter is in this interval) 28/Apr/2014 - Final .docx version ready for delivery + delivery to the EC 5/May/2014 - Public wiki updated 100% with new architecture & Open Specs contents

5		**Open Specification V3**
		
		05.02.2014: No updates
		
		Adminotech: We need to provide R3 OpenSpecification NOW for those GEi ending in M36.
		
		AP: Adminotech ASAP, Friday: Confirmation that OpenAPI is updated.
		
		==== Relevant Background from previous weeks ====
		
		--- 15.1.2014 ---
		
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		If you continue until M40, the schedule is as follows:
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		From 31/Mar to 28/April, interactions with the coordinator to refine the docs.
		        (note the that Easter is in this interval)
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X		**Topics to discuss in future meetings**
		
		● Demonstrator applications
		    ○ What demonstrators (see also Tonis document)
		    ○ Collaboration with UseCase projects (FI-CONTENT, FITMAN,...)
		● Dissemination activities (presentations, conferences,...)
		●

		Planning of Demonstrators
X		**AOB**

6. Summary of action points

(Actions points of this meeting are embedded in the "discussion topics" within the previous section above.)

Id	Action point	Responsible	Due
AP-0			
AP-1			
AP-2			
AP-3			
AP-4			

7. Reference documentation

This minutes will be uploaded to the WP13 forge repository (http://forge.fi-ware.eu), as soon it will be available.