

ICC definition Team Meeting

Minutes

17th January 2001
University of Sussex
Arts E419 10.15-1.20
Arts E409 2.00-5.50

Present:

Gillian Wright,
Neal Todd,
Seb Oliver,
Sunil Sidher,
Ken King,
Steve Guest
Marc Sauvage

1. Minutes from 7th December 2000 meeting

The minutes were approved

2. Matter Arrising

Revised or outstanding Action Items:

ACTION on Ken to circulate date of meeting between Ken, Bruce and key ICC people.

Live-link ACTION open. Awaiting user accounts with write access. A SPIRE Read account was available with Username: spirero Password: Griffin

ACTION: Gillian to send URDS to Seb by end of week.

ACTION: Seb to tar pdf's together next Wed.

ACTION: Seb to fix broken CUS URD URL

ACTION on Ken to advertise review need panel

Seb to take on Trevor's ACTION to write up review plan for advertisement to be sent to Ken by Monday

ACTION Ken pick a date for review after consultation with Bruce, Matt, Walter, Jean-Paul

Action still open on Trevor to sort out management Work Package

Action 17 open: circulate institutes

Action 18 Seb to retract invite to Co-Is to review document and advertise the Review.

Action: reviewers had been circulated but now need to review FCSS TN.

3. Java Training Course

Christophe, Neal, Matt, Tanya, Huw Morris, Bruce, Sunil were due to attend and knew what they are doing. Steve, suggested that the people on the course have a small project to develop their new skills. One suggestion was to repeat client-server IDL thing that Neal et al. did.

1. Move object from OO database taking it somewhere else
2. Read data in, display, react to user input, output revised data

Leave it to people on the course to decide what task they might be able to do during and after it.

ACTION: Java Attendees to decide a suitable mini-project in order to develop their skills after their course.

4. Reports on Status of URDs

Authors should keep the URDs up-to-date and respond to comments from reviewers, but we need a fixed version. This would be packed together by Seb, but there would still be opportunities to revise or comment on URDs for requirements in time for the review.

5. Prepare development plan for review

Overall design plan

A morning session had established a high level design plan which would be presented at the review meeting. Draft attached.

Summary Level Use-Cases

The next stage on from the URDs is to produce Summary Level Use-cases. Neal and Trevor have had an initial meeting to begin this process. It requires people with experience and knowledge of FCSS.

Agreed that Neal, Trevor, Sunil and Steve would meet for 2 days Tuesday and Wednesday 30-31st January. The output would be summary level use-cases split into those covered by the FCSS and those that were new together with priorities especially the “core” summary use-cases. Also required was a matrix linking use-cases to URDs. A bi-product would be feedback on URDs to authors.

Calendar

Date	Activity / Deadline	People	Notes
Tue/Wed 30-31 st January	Summary Level Use-Case Meeting	Neal, Trevor, Sunil, Steve	
Friday 2 nd February	Circulate Output of Use-case meeting	Neal, Trevor	
Friday 9 th February	Comments on summary level use-cases & matrix	All ICC DT	
Friday 9 th February	Final URDs for review	URD authors & reviewers	
Wednesday 14 th Feb	Final summary level use cases and URDs circulated with cover note	Neal, Trevor, Seb	
Friday 16 th Feb	Review Presentations to be prepared	All those making presentations	
Week of 19 th Feb	Review	All those making presentations plus	

		whoever else wants to come	
Last week of Feb	ICC Definition Team meeting	ICC Def. Team	
1 st Week of March	1 st Domain model meeting (ATC). Output: Tasks for next month	Neal, Steve, Sunil, Matt, Giovanni (TBC), ATC person TBC.	
Last Week of March	2 nd Domain Model Meeting (ICSTM). Output domain model and workpackages	Neal, Steve, Sunil, Matt, Giovanni (TBC), ATC person TBC, Trevor ATC OO corstings expert. Contributions from Seb and Tim	

ACTION: All output from this meeting would be circulated for comments from ICC DT Friday 2nd Feb.

ACTION Neal & Trevor to pull together all relevant FCSS material and put on SPIRE WWW page

ACTION All one week to read and make comments on output by Friday 9th Feb. URD authors to update their as necessary. Final URDs Friday 9th Feb.

Summary level use-cases to be updated and send out with final URDs and cover note from Seb: Wednesday 14th Feb.

Review next week.

Prepare presentations: by Friday 16th Feb.

Draft Agenda for Review

To be held at ICSTM in week of 19 th Feburary			
Time	duration	Description	Person(s)
13:00	10m	Welcome	Seb
13:10	30m	Overview purpose of review	Seb
13:40	30m	Ground segment introducing FCSS concept	Neal/Sunil
14:10	30m	OO Design Concept explanation [actors/use-cases/ domain models/ class diagrammes] Inc. SPIRE – ICC plan	Gillian/Neal/Trevor
14:40	30m	URDS [scope + format]	Marc
15:10	30m	Actors [List + e.g. descriptions]	Marc
15:10-17:00	200m	Summary Level Use-cases[~1 slide per use-	Neal/Sunil

09:30-11:00		case also Matrix relating use-cases --> URDs	
11:00-11:10	10m	Summary Schedule	Trevor
12:00-13:00		Report	Review Board

Review Proposed Attendees

Board

We discussed who should be on the board. We decided that though this is a SPIRE exercise it would be appropriate to have some outsiders, for their knowledge and experience, rather than as representatives of their institutions.

Kevin Galloway

ATC head of software engineering.

Walter,

Jean-Paul,

Bruce,

Pjotr,

Laurent (or nominee) .

ACTION Seb to talk to these people to see if they are happy to review and with proposed week.

Invitations

A much wider list of people would be invited to attend.

All SPIRE co-is

All Project managers

Some Estec people Goron (HSC) & Pierre (Project)

Some ICC people Pjotr, Otto.

Going from Summary Level use-cases to Domain model

We discussed how to progress from the Summary Level use-cases to the Domain model. It was decided that this was best achieved via an intensive one month period of activity. This would begin with a meeting of about one month and end with a concluding meeting of about one week. This would be followed by an ICC Definition Team meeting 9th – 13th Week April

Meeting 1 week beginning of March

Location: ATC (probably)

Output: tasks for participants for rest of month.

Participants: Neal, Steve, Sunil, Matt, Giovanni (TBC), ATC person TBC.

Meeting 1 week end of March

Output: domain model + work packages

Location: ICSTM (probably)

Participants: Neal, Steve, Sunil, Matt, ATC person, Giovanni(TBC) + Trevor + ATC person (OO-Costings expert)?+ contributions from Seb, Tim

6. AOB

Experts on call During March to May

Need people with expertise to be able to call on. These experts need to respond immediately, a list of experts was drawn up, though only those at the meeting could confirm their willingness.

Instrument	Bruce, Ken, Matt Griffin
Photometer processing	Seb, Walter, Gillian
FTS experience	Jean-Paul, Christophe?
Satellite Observation modes etc. (ISO experience)	Marc, Sunil
Calibration	Marc, Tanya (TBC)
Computer/technical experts	Steve, Marc

Justification for choice of Java

Justification for choice of Java as language for ICC should be assembled into one place
ACTION Trevor