# Agenda for the meeting (with TA) 11.04.2023

Location: Drebbelweg IZ 2

Date: 2023-04-11

Time: 15:15-15:40

Chair: Leonardo

Minute-taker: Aldas

Attendees: Aldas Lenkšas, Aistė Macijauskaitė, Leonardo Marcuzzi, Jan Maris, Rebecca Andrei (Group 79)

# Agenda-items

15:15-15:16 **Opening by chair -** greeting, mentioning briefly what will be discussed.

15:17-15:18 **Check-in –** How is everyone doing? How were the final tweaks? How did the product pitch go?

15:19-15:20 **Approval of the agenda -** Does anyone have any additions to the agenda?

15:20-15:25 **Announcements** - TA will present some quick announcements.

15:25-15:27 **Demo Showcase**

* Showcase demo application.
* Talk about what we’ve added to it since last week.
* Ask for any quick feedback about it.

15:28-15:33 **Discussion about our current state and the next steps**

* Final stage of the application

15:33-15:35 **Questions for the TA**

* If anyone has questions, they will ask them

15:35-15:37 **Summary action points** – Quick summary of what we talked about during the meeting. Did everyone understand the discussed points?

15:37-15:38 **Feedback round -** What went well and what can be improved next time?

15:38-15:39 **Question round -** Does anyone have anything to add before the meeting closes?

15:39-15:40 **Closure** - Thanking for coming, reminding anything if needed.