



# Agenda - TA meeting

Location: DW PC1 Cubicle 5  
Datum: 21st of March 2023  
Time: 3:45 PM - 4:30 PM  
Attendees: Neel Lodha (Chair), Radu Serban (Minute taker), Filip Čajági, Bogdan Paramon, Suruo Zhang, Vasil Chirov

## Agenda-items

15:45	<b>Opening by chair</b>
15:45 - 15:50	<b>Check-in</b> – How is everyone doing?
15:50	<b>Announcements</b>
15:50 - 15:55	<b>Approval of the agenda</b> - Does anyone have any additions to the agenda?
15:55 - 16:00	<b>Approval minutes</b> - Did everyone read the minutes from the previous meeting?
16:00 - 16:05	<b>Discussion on Heuristic Usability Evaluation</b> - Deciding which team to work with and how.
16:05 - 16:15	
16:15 - 16:20	<b>Distribution of tasks for additional features</b> - What additional features should we add in our app and decide their deadlines and who will do it.
16:20 - 16:25	<b>Summary action points</b> – Who, what, when?
16:25 - 16:30	<b>Feedback round</b> - What went well and what can be improved next time?
16:30	<b>Question round</b> - Does anyone have anything to add before the meeting closes?
16:30	<b>Closure</b>



# Taking minutes

## Agenda for the team meeting [Project].

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## Agenda items

### Opening by Chairperson

#### Announcements

No announcements

#### Approval of the agenda

The agenda was approved by everyone.

#### Approve minutes of prior meeting

Everybody approved last meeting's minutes.

#### [Agenda item 1] - [Discussion on Heuristic Usability Evaluation].

*What does it mean that the first deadline is only for the "Draft"?*

"Draft" means we get feedback from our document.

The whole process is about showcasing our application with other teams, in order to get and receive feedback.

Our grade depends on the way interpret the form.

#### [Agenda item 2] - [Distribution of tasks for additional features].

*How will we distribute tasks going forward?*

We will choose the same approach as until now for distributing tasks, writing down B for Backend, C for connection and F for Frontend for each epic.

### Summary of action points

We got a better understanding of the Heuristic Usability report and agreed on future work on the project and distribution of tasks. We have also discussed the feedback received and



now know what we need to improve and what better practices we should use from now on.

Action items	Who is responsible	Deadline
Finish Minimal Application	Everyone	25th of March
Start working on Multi Board Overview and other features	Everyone	25th of March
Upload minute agenda on GitLab	Radu Serban	21st of March

### Feedback round

*Give each other space to give and receive feedback (tip and top).*

*Discuss with your fellow students whether you want to take notes of this or not.*

### Any questions?

*Does the efficiency of APIs matter and if yes than in what sense?*

The efficiency of API endpoints matters and more efficient = better grade.

*Is having public fields in the database allowed/a good practice?*

We will have to make a decision between public and private fields, both approaches can be good.

### Closing