Meeting with Dr. Vajda (1/11/2022)

**Recapping the meeting w Client / Discussing SRS**

* It’s important to have camera on during meetings
* Don't have to follow him blindly- we can propose different solutions
  + Make sure your proposal is good and strong though
* 2-3 Weeks from now there should be an SRS is due (probably Jan 25th)
* We will also have a group SRS after we turn in or “upload” our individual ones
* Client is not always going to be ready when you are ready
* Taban is a new father, good to know

**Talking about Teamwork**

* You need to evaluate people correctly and honestly, and yourself
* Documentation of the whole project- team effort
* Presentations: midterm and final (slides)
* SUBMIT AN AGENDA BEFORE THE MEETING (Meeting Minutes)
* Every meeting he wants a short recap
  + What problem are you facing
  + What have you gotten done
  + Promise what you’re going to do for the week
* Meet on our own - we should also be minuted
* This is a *project* when it’s done it’s done, so complete it early but don’t rush

**Action Items**

* Submit an agenda before meetings for Vajda
* SRS is 20% of grade
* Create GitHub Repository