

Date: 14.09.15

Time: 12.14

Duration: 1h

Participants: Morten, Markus, Stein-Otto, Maren, Torstein, Katja

# Supervisor Meeting

## **1. Approval of agenda**

a. OK

## **2. Approval of minutes of meeting from last advisor meeting**

- See appendix 1.
- Add date time and participants for meetings
- Approved

## **3. Comments to the minutes from last customer meeting**

- See appendix 2.
- Add date time and participants for meetings
- New people: Have to make rules for how they can comment on our project.
  - What we want to accept and not. Make rules.
- Approved

## **4. Approval of the status report:**

### **a. Summary**

- See the blog at [www.TDT4290.blogspot.com](http://www.TDT4290.blogspot.com) for summary of this weeks work.
- Set 2 hours this week to define how we are going to make the report.

### **b. Work done in this period**

#### **i. Status of the documents that are being created**

- Report: Started on the abstract and project organization.
- See appendix 3.
- Hour lists see appendix 4.

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## **ii. Meetings**

- retrospective meeting every two weeks or after every version.

## **iii. Website and blog**

## **c. Problems**

- feedback: Try catching people in real life and ask them. Could be a nice experience.
- Continue with website, but try other possibilities too.
- We can maybe ask people in the city.

## **d. Planning of work for the next period**

### **i. Meetings**

- Having a meeting with Peder, probably wednesday if nothing changes.

### **ii. Activities**

- Report: Write about the pre-study phase
- Get backend operational
- Release an interactive website where the user can choose between different layout versions.

## **e. Other**

# **5. Review/approval of attached phase documents**

- Approved