

Meeting 24.02.2022

Date

24.02.2022

Location

FHNW (5.2A32)

Participants

- Simon Felix
- Elias Mjoen
- Joshua Schärer

Topics

- Greetings
- Introduction
- Organization

Risk update

No specific update

Actions to be taken

No actions need to be taken

Discussion

Organization

- Weekly meetings

Project

- Explanation of the project
- Description of the problem
- Goal: One single solution the solve all the different scheduling problems

Grading

- Weighting
- Different grades for each student

Project agreement

- Basis according to which the project will be evaluated

Project submission

- 19.08.2022
- Defense: 05.09.2022 - 19.09.2022

Decisions made

Organization

- Weekly meetings, Thursday 11am
 - Normally held at FHNW
 - Room has to be reserved by the students
 - In exceptional cases can the meeting be held online or skipped fully

- Send the agenda for the upcoming meetings at last on Tuesday before the meeting

Project agreement

- Should include following points
 - What problem are we solving
 - How are we solving that problem
 - Where is the focus
 - 3 to 5 Milestones with dates
 - Unusual risks

ToDos

Recently closed

No recently closed todos

Newly opened

- ☐ Students should check the given weighting for each point on the grading sheet
 - Can be discussed at best until next Thursday the 03.03.2022
- ☐ Students must write the project agreement
 - Until 3 weeks at the latest

A list with all the todos can be accessed [here](#).