Agenda



## Minutes of the last meeting

## Communicating

Any issues with the communications

## Achievements from the last scrum

Please identify the achievements from the previous two weeks.

## Next week’s scrum

Please identify the targets for completion by the next meeting.

## Feedback

Having checked the spreadsheet, can you please bring it up to date? The mid-project reports are going to need starting. I would suggest that we get on top of these to make this easier for all concerned.

## Self-evaluation

This report is also going to be imminent; the contributions on communication between the team members are needed. . In nearly every worthwhile job interview I have ever had, some of the questions were, What are your strengths and WEEKNESSES! What significant problem have you Identified, and how did you over come it. (What did you DO!)

## Peer Evaluation Feedback

As a team, it may be helpful to practice peer evaluations. Please remember to be objective and not personal. The evaluation is constructive to help you guys sell yourselves in the many years of future employment

## Next meeting 27th Feb 23 Library Room 5



Jonathan is going to chair the meeting in my absence. The room is booked.