Meeting Agenda

Week 8 Meeting

Location: Drebbelweg PC Hall 1
Date: 04/04/2023
Time: 13:45 – 14:10
Attendees: Diego Becerra Merodio, Gerrit Croes, Teun Klaassens, Stoyan Markov, Yuliia Shkekina, Maria Tudor

Chair: Maria Tudor
Minute Taker: Diego Becerra Merodio

Agenda-items

[13:45 – 13:46] **Opening by chair**

[13:46 – 13:48] **TA –** *Any announcements before we start?*
Deadline moved to Tuesday because of Easter.

[13:48 – 13:50] **Announcements**

Passed deadlines:
   − Teamwork Self Reflection (Draft)
   − Product Pitch (Draft)
Deadlines this week (Fri, Apr 7):
   − Heuristic Usability Evaluation
   − Product Pitch
   − Final Code Submission
Deadlines next week (Fri, Apr 13):
   − Teamwork Self Reflection
   − Buddycheck (Final)

[13:50 – 13:51]
Approval of the agenda
Does anyone have any additions to the agenda?
No one had any additions.

[13:51 – 13:54]
Product Pitch discussion
Have we missed anything? What does everyone think of the script?
Any ideas for the video?
If we follow the script the 10 minutes should be achievable.
Zoom video still main idea.
No need to really necessary to explain the technologies just show how they are done.

[13:54 – 13:58]
TA's feedback on the Product Pitch
Anything we can improve on? Any tips for the video?
Everything is on track

[13:58 – 14:03]
Current state of the application
The team shows the code they wrote so far and its functionality.
Small edge case drag and drop
Divison of tasks.

[14:03 – 14:07]
Assignments due this week
Discuss what improvements should be added to the final version of the Heuristic Usability Evaluation.
Digitilize graph, place screenshots, modify some small parts of the text.
What are our expectations for the final version of the application (code related) - what features can we finish on time?
If we keep the same rythm we might be able to implement the rest of the epics. Add issues and milestones for missing epics.

[14:07 – 14:08]
Summary action points
Who, what, when?

Who will be the next chair/minute taker? What needs to be done?
Chair will be Diego, Teun will be minute taker.

[14:08 – 14:09]
Feedback round
What went well and what can be improved next time?
Meeting went well

[14:09 – 14:10]
Question round
Does anyone have anything to add before the meeting closes?
No one had anything to add

[14:10]
Closure