Location: DW PC1 cubicle 4
Datum: 28-2-2023
Time: 14:45-15:30
Attendees: de Dobbelaar, Ewout
                 Eradus, Max
                 Farhan Taufiqillah Lingga Djaya, Farhan
                 FIMEYER, Alexis
                 Şerban, Rares
                 van den Houten, Samuel

Agenda-items

[14:45– 14:47]   **Opening by chair.**

[14:47 – 14:50]   **Check-in –** How is everyone doing?

[14:50 – 14:52]   **Announcements**

[14:52 – 14:55]   **Approval of the agenda -** Does anyone have any additions to the
                      agenda?
                      There are no additions to the agenda

[14:55– 15:00]   **Approval minutes -** Did everyone read the minutes from the previous
                      meeting?
                      Approved

[15:00– 15:05]   **[Agenda-item 1] – Deadlines this week**
                      (Backlog finish), (git assignment 03-03), (reminder meaningful MR 10-
                      04)
                      Inform.
                      Listed deadlines
                              Git assignment
                              Backlog
                      Mocks

[15:05– 15:10]   **[Agenda-item 2] – Start project.**
                      (When, what, who)
                      Discuss.
                      Start of the project
                      Work for this week:
                              Schedule says start coding REALLY this week, but TA
                      recommends just outline this week
                              *Create a **plan**, entities, attributes, controllers, classes etc*

TUDelft

Divide the work
HEAD TASK: Plan "architecture" of the application
Every member needs to work on both back and front end
Not doing both -> PROBLEMATIC
Learn all aspects of assignment
Discuss all of this on meeting Wednesday

[15:10–15:20]   **[Agenda-item 3] – Finalizing the backlog.**
 (Final points), (mocks ideas)
Brainstorm.
Backlog additions
Remove password from board
Adding moving deleting cards keyboard shortcuts
Admin privileges (vague, will improve further)
Removing boards
Admins should be able to see list of all boards
Adding/removing tags

[15:20 – 15:22]   **Summary action points** – Who, what, when?
(Next meeting), (clear about next chair and minute taker)
Chair: Farhan Taufiqillah Lingga Djaya, Farhan
Minute taker: FIMEYER, Alexis

Meeting Wednesday
Improve Code of Conduct
Improve Backlog for higher grade

[15:22 – 15:25]   **Feedback round -** What went well and what can be improved next time?
Give each other space to give and receive feedback (tip and top).
Discuss with your fellow students whether you want to take notes of this or not.

[15:25 – 15:30]   **Question round -** Does anyone have anything to add before the meeting closes?

[15:30]   **Closure**

Notes
Name of branches need to be related to features implemented
Upload agendas and minutes as pdf into docs