

Company Address

**Phone:** 0612221282

Email: jorn.kosterman@gmail.com

**Meeting Agenda Template**

**Meeting Agenda**

**Meeting week 7**

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**Signed BY**

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**Approved BY**

**Additional Notes:**

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| Meeting Time | | | 12:30-13:00 | |
| Date of Meeting | | | 21-10-2022 | |
| Number of Attendees | | | 4 | |
| Documents to Bring and read | | | URS | |
| Short Details of conference | | | Sprint goals, URS, load balacing | |
| Agenda Prepared By | | | Jorn Kosterman | |
| **Agenda:** | | | | |
| **No:** | **Time to Each Topic** | **Description of Each Agenda Item** | |
| 1 | 5min | Sprint goals | |
| 2 | 10min | URS | |
| 3 | 5min | Load balancing and autoscaling | |
| 4 | 1min | Database webapp | |
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