



Agenda 28-02-2023

Agenda Team Edward

Location: DW PC1 cubicle 13
Datum: 28.02.2023
Time: 16:45 – 17:34
Attendees: Aleksandra Jach (TA), Bobi Marinov, Eduard Faraon (minute taker), Eduardo Hernandez Melian (chair), Edward Oh Jang Hun, Jaouad Hidayat, Wiktor Cupiał

Agenda-items

- | | |
|---------------|--|
| 16:45 – 16:46 | Opening by chair |
| 16:46 – 16:47 | Check-in – <i>How is everyone doing?</i> |
| 16:47 – 16:49 | Announcements |
| 16:49 – 16:50 | Approval of the agenda - <i>Does anyone have any additions to the agenda?</i> |
| 16:50 – 16:50 | Approval minutes - <i>Did everyone read the minutes from the previous meeting?</i> |
| 16:50 – 17:00 | Recap - Functionality Group
<i>go over all your progress this week and plans for the week</i> |
| 17:00 – 17:10 | Recap - GUI Group
<i>go over all your progress this week and plans for the week</i> |
| 17:10 – 17:20 | Recap - Server Side Group
<i>go over all your progress and plans for the week</i> |
| 17:20 – 17:25 | Implementing subtasks
<i>how are we going to implement subtasks? - present an idea and discuss</i> |
| 17:25 – 17:26 | Summary action points – Who, what, when? |
| 17:26 – 17:27 | Feedback round - What went well and what can be improved next time? |
| 17:27 – 17:28 | Question round - Does anyone have anything to add before the meeting closes? Feel free to ask anything! |
| 17:28 – 17:30 | Closure |