



Agenda 28-02-2023

Agenda Team Edward

Location: DW PC1 cubicle 13
Datum: 7.03.2023
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

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|---------------|---|
| 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 – 16:55 | Recap - Functionality Group
<i>both members go over all your progress explaining your decisions.</i> |
| 16:55 – 17:00 | Recap - GUI Group
<i>both members go over all your progress explaining your decisions</i>
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| 17:00 – 17:05 | Recap - Server Side Group
<i>both members go over all your progress explaining your decisions.</i> |
| 17:05 – 17:10 | Plans for next week
<i>what tasks should you finish by the end of this week? at least one Meaningful MR</i> |
| 17:10 – 17:14 | Implementing subtasks
<i>how are we going to implement subtasks? - present an idea and discuss</i> |
| 17:14 – 17:25 | Next weeks tasks?
<i>what part of the project do you want to work on next? do some parts take more time than others? how should we divide the next code soft goals.</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