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| **Date / Time:** | 07.10.2020 14:45 – 16:00 |
| **Place:** | ZHAW / Lagerstrasse / room Zl.306 |
| **Participants:** | Mihajlovic David Project leader Kündetsang Kunsang Project member Lüönd Chiara Project member Rentsch Jari Project member  Shakir Omar Project member |
| **Excused:** | None |
| **Minute keeper:** | Shakir Omar |

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| **Agenda items:** | **Attachments:** |
| 1. Technical Report  2. GitHub management | None  None |

**Recipients:**

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| **Technical Report** | **Responsible** | **Deadline** |
| We discussed how should we write the technical report after the feedback for the “projektskizze”.  Kunsang “Deki” made templete of technical report.  The distribution of writing will be in the next meeting | All |  |
| **GitHub management** | **Responsible** | **Deadline** |
| We agreed on the following   1. We made a developer branch which cheek the code from branches before push it to the main branch 2. Make branches according to the features 3. Make pull request for each push and should at least 2 member this code cheeked and accepted before merge | All |  |

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| **Minute keeper:**  Shakir Omar  Signature: \_\_A picture containing knife  Description automatically generated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Place: \_\_\_Zürich\_\_\_ Date: \_\_07.10. 2020\_\_ | **Approved by:**  Mihajlovic David:  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Place: \_\_\_Zürich\_\_\_ Date: \_\_07.10.2020\_\_ |