Agenda Sprint 3 Planning (Week 7)

Location: Drebbelweg Hall TBD

Date: 28/03/2023

Time: 15:45 - 16:45

Attendees: Iarina (TA), Sagar (Chair), Alexandru (Minute taker), Oleh, Teun, Tudor

Agenda-items

15:45 - 15:50 **Announcements from TA + Opening**

(Welcoming, overview of the agenda items for today)

15:50 - 15:53 **Check-in**

(Quick discussion on last week’s sprint, HEU Draft, Recap on Group’s overall state in terms of the project)

15:53 – 15:58 **Code showcase from last week’s sprint**

Showcase the code we’ve been working on for the past two weeks, explain its functionality and discuss further work and issues that can build upon these points -> GitLab

15:58 - 16:03 **Discussion on last week’s sprint**

Briefly revisit last week’s sprint to quickly offer ourselves some feedback on how we could improve. Reassignment of tasks if some are incomplete!

16:03 - 16:08 **Review tasks from this week’s sprint**

Review the tasks we have decided upon for this week’s sprint and briefly plan them out. During this time add to GitLab or discuss potential knowledge gaps.

16:08 - 16:15 **HUE Draft Improvements**

Suggest improvements for the draft, delegate new tasks, understand what the next actionable steps are (based on feedback).

16:15 - 16:23 **Product Pitch Draft**

Discuss the product pitch task, understand the requirements, begin delegating tasks, and ask the TA if any questions arise.

16:23 - 16:27 **Teamwork Self-Reflection Draft**

Discuss the self-reflection task, understand the rubric (STARRA), ask the TA if any questions arise.

16:28 - 16:30 **Closing**