Agenda for Second TA Meeting

Location: DW TZ2 right-back

Date: 26/02/2023

Time: 15:45 - 16:30

Attendees: Oleh, Teun, Alex, Tudor, Sagar, (TA) Iarina

**Objective**: To discuss the backlog requirements, determine the minimal working build, and assign tasks for the next phase of development.

Agenda-items

[15:45 - 15:47] opening by chair

The Chairperson opens the meeting and welcomes attendees.

[15:47 - 15:55] [Agenda-item 1] - [Backlog must requirements]

A brief dialogue about what we need to implement.

As a user, I want…

* Auto **synchronization** of the overview, so that I don't have to worry about reloading the page after I modify a task
* **Drag and Drop** function, so that I can easily change the collection in which a task is located.
* A different title for each card, so that I can easily differentiate/identify them
* The option to add cards and collections, so that I can fill in my own tasks, according to my needs.
* The option to remove cards and collections, so that I can keep the board organized after I finish a task or if I made a mistake.
* To be able to access the application without the need for registration, so that I can easily access the application.

As a system admin, I want…

* The cards, collections, and associated information to be stored in a DB so that data is not lost and boards can auto-synchronize.
* The system supports multiple users without data being overwritten so that changes of one user are accurately represented in real-time to all other users.
* To be able to restart the server without data being lost and manage the board so that maintenance is easy.

[15:55 - 16:10] [Agenda-item 2] - [minimal working build]

Discuss and determine the minimal working build, including features and functionalities that will be included in the first working version. Brainstorm ideas and discuss priorities for the first working version. (so that team members can transition to feature based development)

[16:10 – 16:20] [Agenda-item 3] - [planning]

Plan and assign tasks for the next phase of development, based on the minimal working build. Break down tasks into smaller, actionable items and assign them to team members. Discuss timelines and deadlines, and ensure everyone understands their responsibilities.

[16:20 – 16:27] [Agenda-item 4] - [buffer and question round]

Use this time to address any additional topics that may arise, or to allow the TA to provide additional feedback. Allow for discussion and clarification on any outstanding concerns or issues.

[16:27 - 16:30] Close

The Chairperson summarizes the key takeaways from the meeting. Assigns action items and responsibilities to each team member. Confirms next steps and schedules the next meeting, if needed.