**Second tutor meeting (22.02.2021) – notes**

* Project Plan – submit the updated version until 23.02.2021 – 14:00
  + Rewrite the point about the team in a more formal way
  + Change the point “Current situation” – include more details about what is the situation of the problem that the company is facing at the moment, what had caused this problem and what they are using/doing now to manage their resources
  + Change the point “Deliverables” – write in more details what we are going to deliver in these 6 weeks (all the stakeholders, all the functionalities of the Window Forms Application that we are going to deliver)
  + Change the point “Constraints” – write more constraints (include constraints about timing, etc.)
  + Remove the phases that we still don’t have information about and leave only the first phase(first 6 weeks)
  + Do not include the amount of pages that we are going to create for a functionality
  + Rearrange the work responsibility so that all people work on important things like URS. Also rearrange the work responsibility so that one person works on a specific functionality
* URS –
  + Each of us works on it; Divide the work by functionalities that are going to be delivered and each person should write the use cases for the functionality he/she is working on
  + Decide on which use cases we want to receive feedback in the next meeting
  + Include the use cases that we are going to work on these 6 weeks but also mention something about the things that we are going to work on later
  + A functionality usually has multiple use cases