Agenda

1. Decisions
   1. Wait for fleshing out mock ups/user stories before they send us sample data
      1. Maybe Jakub will look at HR rep persona as it was heavily different from what we had so far.
   2. Have more structured meetings and fall into proper meeting roles from now on.
   3. Niall sends out an email
      1. With GitLab, Figma, Docs links and instructions.
      2. Arranging a meeting for **Wednesday (preferably at 16:00)**
   4. We are waiting on sample data to flesh out requirements/mock ups
2. Next meeting on **Monday 02.11.2020 at 13:00**.
   1. We will have received sample data by then
   2. We will have time to individually reflect on it and come prepared to meeting.
   3. Meeting will be about tasks for next Wednesday – mainly about user story/design refactorings.

Meeting. Everyone attending.

1. Still waiting on Louise’s example
   1. Probably on Wednesday
   2. They did say we are getting two pathways
2. Most of the output is more static

Agenda for next meeting (12:30 Wednesday the 4th)

* Think ahead of meeting and discuss and decide:
  + Branching structure
  + Technology stack/system architecture
  + Commit message template/conventions ([read](https://chris.beams.io/posts/git-commit/))
* Prioritize tasks (not user stories)
* Until then
  + Refine user stories into more specific tasks
    - Same people onto same personas as last week
  + @Gening and @Selim work on creating more proper mockups for Vicky’s pathway
* First meeting on Wednesday at 12:30 (@Ming Wu could you join us too?)
  + Review progress with coach.
  + Decide on proper agenda for the meeting and timebox it.
  + Have a short, structured meeting with customer.