

Minutes of Meeting

Summary					
Meeting Topic	First Meeting				
Date	06.04.21	From	15.30	To	16.00
Location	online	Note Taker	Baldinger	Duration	0.5 hrs

Agenda	
Time	Topic
15 mins	1. Kick-Off Introduction
15 mins	2. First Team meeting (without Supervisor)

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Project Goals

Action Items			
#	Task	Person Responsible	Due Date
1	Base Project	Baldinger Andreas	20.04.21

Minutes of Meeting

Summary					
Meeting Topic	First Team meeting				
Date	15.04.21	From	15.30	To	16.00
Location	online	Note Taker	Kagerer	Duration	0.5 hrs

Agenda	
Time	Topic
30 mins	1. First Team meeting with Supervisor

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Task Assignment

Action Items			
#	Task	Person Responsible	Due Date
1	Shader / OpenGL Integration	Baldinger Andreas	1.7.21
2	Objects / Colors	Kagerer Miriam	1.7.21
3	Camera / Movement	Shehata Abdu	1.7.21

Minutes of Meeting

Summary					
Meeting Topic	Documentation Evaluation				
Date	30.04.21	From	10.00	To	10.30
Location	online	Note Taker	Shehata	Duration	0.5 hrs

Agenda	
Time	Topic
30 mins	1. Documentation Evaluation

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Email to Lugstein

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/

Minutes of Meeting

Summary					
Meeting Topic	First Documentation				
Date	8.05.21	From	14.30	To	17.30
Location	online	Note Taker	Baldinger	Duration	3.0 hrs

Agenda	
Time	Topic
180 mins	1. First Documentation

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Requirement Specifications
2	Abstract

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/

Minutes of Meeting

Summary					
Meeting Topic	Documentation Details				
Date	11.06.21	From	9.00	To	9.30
Location	online	Note Taker	Kagerer	Duration	0.5 hrs

Agenda	
Time	Topic
30 mins	1. Documentation Details

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Questions to Documentation

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/

Minutes of Meeting

Summary					
Meeting Topic	Documentation				
Date	12.06.21	From	14.00	To	17.00
Location	online	Note Taker	Baldinger	Duration	3.0 hrs

Agenda	
Time	Topic
180 mins	1. Documentation

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Documentation

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/

Minutes of Meeting

Summary					
Meeting Topic	Poster Creation and Documentation				
Date	20.06.21	From	15.30	To	16.00
Location	online	Note Taker	Kagerer	Duration	0.5 hrs

Agenda	
Time	Topic
180 mins	Poster Creation and Documentation

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	/

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/

Minutes of Meeting

Summary					
Meeting Topic	Documentation				
Date	03.07.21	From	14.00	To	16.00
Location	online	Note Taker	Shehata	Duration	2.0 hrs

Agenda	
Time	Topic
120 mins	1. Documentation

Attendee List			
#	Name	Present?	Reason of Absence
1	Andreas Baldinger	Y	/
2	Miriam Kagerer	Y	/
4	Abdu Shehata	Y	/

Meeting Notes	
1	Documentation

Action Items			
#	Task	Person Responsible	Due Date
1	/	Baldinger Andreas	/
2	/	Kagerer Miriam	/
3	/	Shehata Abdu	/