Date of this meeting: **18-4-2018**

Time of this meeting: **15:00 CET**

***The following is to be filled in before the meeting.***

Attendees per university:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Saxion** | | **AAU** | | **UTP** | | **AGU** | |
| **Name:** | **Present?:** | **Name:** | **Present?:** | **Name:** | **Present?:** | **Name:** | **Present?:** |
| Morcel | Yes | Magnus | yes | Anna | No – Jens | Ahmet | yes |
| Alex | Yes | Daniel | Yes ish |  |  |  |  |
|  |  | Robert | yes |  |  |  |  |
|  |  | Peter | yes |  |  |  |  |
|  |  | Jacob | yes |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Subject to discuss** | **Estimated time needed (In minutes)** | **University** |
| Start-up | 15 | Saxion |
| Barcelona interviews | 10 | Saxion |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Notes and agreements from this meeting as well as progress on previously made agreements below ↓**

**AAU:**

There’s no access to the server, needs to be fixed before barcelona. If not possible, Daniel has a backup.

**Ahmet:**

Couldn’t do a lot because of his head injury. However he researched a tool from Valentin.

**Saxion:**

Worked on subquestions a bit, we need Barcelona to continue. We also made mockups of sketches. We also had tests, so we’re very busy with that. Friday we’re going to make some questions for Talaia.

**In general:**

Danish guys are bringing a design. The week is going to be mainly about getting together and managing expectations. And also working together. Friday we will have the interviewer from the Danish team ready, as well as some questions. Jacob is going to put a Markdown document