Meeting Agenda

Date: Mar 03, 2020   **Time:** 10:00 am   **Location:** R1_2.70

Topic 1: Requesting feedback on the project plan.
- General remarks.
- Asking the client about features per iteration plan.
- Asking the client about Gantt chart.

Topic 2: Requesting feedback on the URS document.
- What requirements would the client like to add?
- What requirements would the client like to remove?
- What requirements does the client want to get done first?
- What other sections would the client like to see in the document?

Topic 3 : Plan for iteration 1:
- What does the client expect to see in the plan?

Topic 4: Work division report.
- What should be included in the work division report?