# Agenda for a meeting

**Date**: 25.09.2017

**Place**: Fontys University of Applied Sciences, Eindhoven, Building R1, Second floor, open area

**Chairman:** Bilger Yahov

**Notes taker:** Tao Hua

**Invited:** Mr. Schriek – teacher, Mr. Anderson – client

**Time and duration:**

* Starts: 16:00
* Duration 1 hour

**Topics to discuss:**

* Meet and greet
* Introduce the meeting
* Feedback on final version of Requirements Document
* Specific talk (feedback) about the C4 architecture model
* Client discussion regarding the agreed requirements (final revision of agreements)
* Questions from client
* Questions from developers (company)
* Next steps discussion with teacher
* Questions from teacher
* Questions from students
* Conclude the meeting