



Agenda Week 4 – Group 51

Agenda [eighth Meeting of Group 51 – Week 9]

Location: Drebbelweg – PC-1
Datum: 11.04.2023
Time: 13:15
Attendees: Chris Obis, Andrei Ionita, Stefan Secuiu
Chairperson: Stefan Secuiu
Note-taker: Andrei Ionita

Agenda Points

- [13:15] **Opening by chair**
- Is everybody present?
 - Chairperson and note-taker introduce themselves.
- [13:15] **Check-in**
- Is everybody feeling well?
- [13:15] **Approval of the agenda**
- Did everybody read agenda?
 - Does anyone want to add any topics of discussion that are not present in the agenda?
- [13:15] **Approval of the minutes**
- Did everyone read the minutes from the previous meeting?
 - Is everyone satisfied with the minutes from last week?
- [13:20] **[Product Pitch]**
- Is everyone satisfied with the final product pitch?
 - Is there anything that should be changed before submitting?
- [13:20] **[Heuristic Usability Evaluation]**
- Is everyone satisfied with the final product pitch?
 - Is there anything that should be changed before submitting?
- [13:25] **[Self Reflection]**
- Deadline on Friday. Reminder!
 - Did everyone make the changes suggested in the formative feedback?



[13:25]

[Buddycheck 2]

- Deadline on Friday. Reminder!

[13:30]

[Oral examination]

- Are there any questions regarding the oral examination?
- Which topics are not yet fully clear for everyone? (e.g. Websockets)
- No exact date for our examination.



[13:30]

Summary action points

- Summarize assignments for this week.
- Summarize any important agreements.

[13:35]

Question round

- Ask any questions regarding project and these assignments. Is anything unclear to you?
- Ask the TA any organizational question the team can't answer.

Closure

- The End.