



Agenda Week 3 – Group 51

Agenda [Third Meeting of Group 51 – Week 3]

Location: Drebbelweg – PC-1
Datum: 28.02.2023
Time: 16:45
Attendees: Tudor Coman, Chris Obis, Stefan Secuiu, Tymon Jastrzemski, Andrei Ioniță, Marcin Liberadzki
Chairperson: Tymon Jastrzemski
Note-taker: Marcin Liberadzki

Agenda Points

- [16:45] **Opening by chair**
- Is everybody present?
 - Chairperson and note-taker introduce themselves.
- [16:45] **Check-in**
- Is everybody feeling well?
 - Is everybody happy with our team work and direction the project is heading?
- [16:50] **Approval of the agenda**
- Did everybody read agenda?
 - Does anyone want to add any topics of discussion that are not present in the agenda
- [16:50] **Reflecting on the last meeting and week**
- Did everyone read the minutes and TA's feedback from the previous meeting?
 - Remarks from the TA. How we can do better in certain areas?
 - Final versions of code of conduct and backlog – is everybody satisfied.
- [16:55] **[Check style rules]**
- *How and when should we start choosing check style rules.*
- [17:00] **[Backlog]**
- When and how do we want to finalize our backlog?
 - What about the mocks? Do we feel satisfied with the current state of them or do we want to change them.
 - REMINDER deadline is Friday 3rd of march.



[17:05]

[Git assignment]

- Did everybody manage to install and configure git and other necessary tools?
- Anybody needs help?
- Still no instructions for git assignment? (Were the lecture exercises the entire assignment?)
- REMINDER deadline is Friday 3rd of march.

[17:10]

[Scrum]

- We will need to start using scrum-like system shortly.
- Did everybody watch the prerecorded lecture on it?
- How exactly do we want to implement it?

[17:10]

[Format of the documents]

- We need to agree on one format of the documents. Preferably md or pdf since GitLab can render those.
- How we will go about changing already existing documents.

[17:15]

Summary action points

- Summarize assignments for this week.
- Summarize any important agreements.
- When is the next meeting?

[16:20]

Feedback round

- Is everybody satisfied with the meeting and our group work?

[16:25]

Question round

- Ask any questions regarding project and this assignments if anything is unclear for you?
- Ask the TA any organizational question the team can't answer.

[17:30]

Closure

- Appoint chairperson and note-taker for the next meeting.