

Taking minutes

Agenda for the team meeting.

Location: PC-HALL 1
Date: 21.02.2023
Time: 16:45
Attendees: Tudor Coman, Chris Obis, Stefan Secuiu, Tymon Jastrzemski, Andrei Ioniță, Marcin Liberadzki

Agenda items

Opening by Chairperson

Catching up with everyone, thoughts about how everyone feels about the project and what challenges we may encounter during our work.

Announcements

Agendas, minutes and every document should be added on the team repository whenever that will be available.

Approval of the agenda

No complaints about the agenda, as well as no additions.

Approve minutes of prior meeting

No minutes for the prior meeting since there was no minute taker.

[Agenda item 1] – Backlog

Going through the requirements. Questions about the requirements mentioned in the lecture and enquiring about possible new features. Organizing a new meeting this week in order to work on the backlog during the IDM lab on 22.2.2023.

[Agenda item 2] – Code of conduct

Going through the code of conduct. Each member's most important value/thoughts about the code of conduct.

Other minutes

The oral examination is group-based, not individual. The first video/presentation resembles a product pitch/showing off the product. The last presentation is more related to the code and whether we all understood the ideas and concepts behind the project.

Summary of action points

Action items	Who is responsible	Deadline
Photoshop/creativity	Stefan	No deadline
New meeting related to working on the Backlog	Everyone	22.02.2023
Taking notes during the Q&As	Everyone	Q&A lectures