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

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| --- | --- | --- |
| 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 |
|  |  |  |