**Project Kickoff Meeting** 

Participants: 4 people Duration: 45 minutes

Team Standup

Participants: 6 people Duration: 15 minutes

**Client Presentation** 

Participants: 3 people Duration: 60 minutes

**Budget Review** 

Participants: 5 people Duration: 30 minutes

Tech Sync-up

Participants: 2 people Duration: 20 minutes

**Product Brainstorming** 

Participants: 7 people Duration: 90 minutes

Weekly Review

Participants: 3 people Duration: 40 minutes