Meeting protocol

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| Topic of the meeting  Kickoff meeting | |
| Date/ Time  11.05.2020 | Place/ Room  Vienna, Zoom, |
| Start/ Time  15:00 | End/ Time  15:30 |
| Attendees  Everybody | Absent  None |
| Chairing the meeting  Hagen Aad Fock | Protocol Maintaining  Ana Kubat |

Agenda

1. Project progress 2
2. Branches 2
3. IR1 [2](#_heading=h.tyjcwt)

## Project progress

Issues that are in the doing phase and which team member is responsible for them, such as the ones that will be done during the following week are discussed.

1. Branches

Conclusion: work should be divided in more than one branch. Recommended branches are branch for development, branch for every team member or branch for every user story.

1. IR1

General info about IR1 discussed. Conclusion: The first internal review will be on 18.11. at 15:00h. Code will be discussed and criticized by tutor and code assistant. Meeting will last approximately 1h.