**Agenda - Week 4**

**Settling matters**

**Location:       PC Hall 1 - Cubicle 9**

**Datum:      28th February 2023**

**Time:         16:45 - 17:30**

**Attendees:**

* **Ísak Jónsson**
* **Martin Angelov**
* **Max Derbenwick**
* **Cristiana Cotoi**
* **Miia Zhang**
* **Satsuki Udagawa**

**Agenda-items**

**16:45 - 16:50            Opening by chair (Waiting for people to come in, greetings, go through what will be discussed in the meeting)**

**16:50 - 17:00            Discuss what we can do throughout the week regarding the project itself. Discuss what everyone has done to work on the project (codewise)**

**17:00 - 17:05            Talk about what a meaningful merge request should look like and make sure no one has any trouble making one.**

**17:05 - 17:10           Check whether everyone knows how to do the buddy check and remind everyone to complete it.**

**17:10 - 17:15           Summary of what has to be done throughout the week and get feedback on the meeting itself**

**17:15 – 17:30 Free time to ask questions to the TA, discuss the direction of the project as a group, discuss any questions about the project or adjourn earlier.**