Agenda Template

**Agenda Meeting Week 6**

Location: Drebbelweg

Datum: 7.3.2023

Time: 15:45-16:30

Attendees: Alani Rafael, Daga Aryan, Ioannou Antreas, Purice Victor, Rokoma Anastasia, Zambarta Eirini

**Agenda-items**

15:45 **Opening by chair**

15:46 **Check-in –** How is everyone doing?

15:48 **Announcements**

15:50 **Approval of the agenda -** Does anyone have any additions to the agenda?

15:52 **Approval minutes -** Did everyone read the minutes from the previous meeting?

15:53 **Heuristic Usability Evaluation**

Is there a template we can use? If yes, where to find it? Is it required to use it?

How strict is the word limit? Are we allow to write outside of the limits?

What is considered to be within the word limit? (What about tables, references etc?)

Are we going to get the evaluation of our prototype from our classmates?

(Discuss our current plans for the evaluation)

How should we approach it? Any additional advice?

16:13  **Unit Tests**

How much coverage should the tests have?

Advice for difficulties with Mockito?

16:18  **Milestones**

What should the milestone description look like? (describe our current milestones)

16:22  **Feedback**

In what aspects of the project are we behind?

What should we focus on for this week, except for the heuristic usability evaluation?

16:24 **Summary** **action points** – Who, what, when?

16:36 **Feedback round -** What went well and what can be improved next time?

16:38 **Question round -** Does anyone have anything to add before the meeting closes?

16:29 **Closure**