**18.02.2020**

Client’s focus: make money

Coach’s focus: process, teamwork, group dynamic

**Belbin test - team roles**

Ana - analyst

Artemiy - explorer

Qi-Mo - executive

Andrei - team player

Robert - chairperson

Ignas - executive

Way of working - weekly meetings, scrum

Establish some norms - not in the project plan

**Keep track of progress/tasks - Trello/Gitlab boards**

Keep track of code - Gitlab

Establish which features we will use from each platform

Specify for each meeting if we want to discuss with the client or the mentor and if we want to meet both, specify the amount of time for each

Create the final project plan: statement, phases (specify all the tasks), management

Attitude, soft skills, hard skills

Technical details:

* What is the input when you check a bag in? (capacity of the belt/carts, bag weight)
* Client wants his own input as well
* We can give him a premade profile that he can edit
* Look into the Vanderlande systems (belts, simulations)