*Location*: Drebbelweg

*Datum*: 28/02

*Time*: 13:45

***Attendees:* Daniel, Lucas, Willem, Jakub, Luca, Morty**

* Opening by chair
* Check-in – How is everyone doing?
* Announcements
  + Do make sure to check each other’s work.
* Approval of the agenda
* Approval minutes
* Agenda Items
  + Feedback from TA backlog
  + New assignments:
    - Backlog (final version)
    - Git assignment (Just set up git)
* Summary action points (Who, what, when?)
* Feedback round (What went well and what can be improved next time?)
  + Discuss about the previous assignments
* Question round (Does anyone have anything to add before the meeting closes?)
* Closure

**NOTES**

* Most checked the CoC and the Backlog
* Assignments (coc, backlog) have to be merged into main to be checked
* Feedback backlog
  + Organise user stories into epics and prioritise them
  + Format of user stories
    - As a user, I want to …, so that i can …
    - Use this format! (check slides and website)
  + More stakeholders, more elaborated
* Code of conduct feedback
  + Some parts could have been elaborated a bit more
  + As long as they are honest and elaborate on that is good
* Deadlines
  + Git assignment is due this friday
  + Backlog final version
* Git assignment is due this friday but if this is too soon, it can be postponed to monday since the assignment was posted late. For this, ask TA
* Admin is not elaborated in the lectures so that we can make up our own backlog
* Tracking process, milestones are easy to use for it