

<b>Date</b>	25.03.2019
<b>Type of meeting</b>	Sprint planning meeting
<b>Sprint</b>	Sprint 1
<b>Location</b>	Online meeting
<b>Duration</b>	3 hours
<b>Attendees</b>	<ol style="list-style-type: none"> <li>1. Florin-Leonard Bordei</li> <li>2. Marina Ionel</li> <li>3. Fabian-Stefan Bernhardt</li> <li>4. Jaume Lopez Topping</li> <li>5. Sabin-Daniel Sirbu</li> <li>6. Valeriu Marandici</li> <li>7. Justinas Jancys</li> <li>8. Dementie Bors</li> <li>9. Valeriu Rusu</li> <li>10. David Le</li> </ol>
<b>Scrum Master</b>	Marina Ionel
<b>Product Owner</b>	Fabian-Stefan Bernhardt
<b>Agenda item</b>	Product backlog
<b>Discussion</b>	The team prioritized and grouped the user stories.
<b>Conclusion</b>	The prioritized user stories were included in the product backlog.
<b>Agenda item</b>	Sprint Backlog
<b>Discussion</b>	The team made the tasks for the sprint and estimated the time for them.
<b>Conclusion</b>	The Sprint Backlog was created.
<b>Agenda item</b>	Assigning user stories to group members to work on analysis
<b>Discussion</b>	The team selected user stories and assigned them to group members (using Trello) to further work on their analysis.
<b>Conclusion</b>	Analysis tasks related to the corresponding user stories were included in the product backlog.
<b>Agenda item</b>	Q&A with supervisors
<b>Discussion</b>	The team had meetings with Ib and Kasper to clarify some aspects of the project.
<b>Conclusion</b>	The feedback was considered during the task making process.
<b>Agenda item</b>	Deciding the Scrum roles
<b>Discussion</b>	The team voted for Fabian as Product Owner and for Marina as Scrum Master; both for the whole project period.
<b>Conclusion</b>	Fabian became the Product Owner and Marina – the Scrum Master.
<b>Agenda item</b>	Sprint duration
<b>Discussion</b>	The team discussed the possible durations of a sprint since some members did not agree with the previously planned sprints' schedule.
<b>Conclusion</b>	The sprint duration was decided to be 3 days.