



Format agenda

Agenda [Meeting week 3]

Location: [Instruction Room 2]
Date: [22-02-2022]
Time: [16:45-17:30]
Attendees: [Yannick Rijsenbrij, Michiel Bakker, Arthur Jacques, Jakub Patałuch, Francisco Ruas Vaz, Rares Toader]
Chair: [Jakub Patałuch]
Note taker: [Arthur Jacques]

Agenda-items

- [16:45 - 16:47] **Opening by chair**
- [16:47 – 16:50] **Check-in**
- [16:50 - 16:55] **[Agenda-item 1] - [HCI feedback]**
(discussing)
Get general feedback of each team member, evaluate necessary heuristics, possibly determine specific elements of heuristics (goals) for our project, and get feedback from our TA. Describe what each element of UI does.
- [16:55 - 17:05] **[Agenda-item 2] - [Good gitlab practices]**
(discussing/deciding)
Discuss ideas (brainstorm) for good gitlab practices, decide upon correct ones and merge them together.
- [17:05 - 17:10] **[Agenda-item 3] - [API endpoints]**
(discussing)
What data should be sent by client and what by server in order for the system to function correctly?
- [17:10 - 17:12] **[Agenda-item 4] - [Discuss progress of spring/javaFX learning]**
(discussing)
Get to know each other's progress with learning given technologies.
- [17:12 - 17:15] **[Agenda-item 5] - [Discuss potential speedup of work]**
(discussing/deciding)
Determine whether potential speedup of the work is possible
- [17:15 – 17:17] **[Agenda-item 6] – [Code of conduct feedback]**
(deciding)
Get our TA's feedback on code of conduct



[17:17 – 17:20]	[Agenda-item 7] – [Backlog feedback] <i>(discussing)</i> <i>Get our TA's feedback on backlog</i>
[17:20 – 17:22]	Summary action points – Decide upon speedup of the work. Chairman uploads agenda and secretary uploads notes on Gitlab.
[17:22 – 17:25]	TA Time – Anything the TA has to say
[17:25 – 17:27]	Feedback Round
[17:27 – 17:29]	Question Round
[17:29 – 17:30]	Closure