Agenda and minutes

Fontys ICT

English stream

**ProP**

**Group : ProP-17**

**Date :**

**Version : 0.1**

**TABLE OF CONTENTS**

[1. Week 1 meeting 3](file:///C:\Users\Administrator\Desktop\учеба%20в%20Голландии\ProP\Agenda's%20and%20minutes%20of%20every%20meeting.docx#_Toc869466)

[1.1. Time and place of the meeting 3](#_Toc869467)

[1.2. Topics & questions of the meeting 3](#_Toc869468)

[1.3. Minutes of the meeting 3](#_Toc869469)

[2. Week 2 meeting 4](file:///C:\Users\Administrator\Desktop\учеба%20в%20Голландии\ProP\Agenda's%20and%20minutes%20of%20every%20meeting.docx#_Toc869470)

[2.1 Time and place of the meeting 4](#_Toc869471)

[2.2 Topics & questions of the meeting 4](#_Toc869472)

[2.3 Minutes of the meeting 4](#_Toc869473)

1. Week 1 meeting

# Time and place of the meeting

No meeting with mentor was held in the first week.

# Topics & questions of the meeting

No meeting with mentor was held in the first week.

# Minutes of the meeting

No meeting with mentor was held in the first week.

1. Week 2 meeting

# Time and place of the meeting

Meeting took place in the hall of second floor (Fontys University), time: 11:30-12:00​

# Topics & questions of the meeting

* Meeting client and mentor
* Discussing theme of event with mentor
* Discussing requirements with client
* Discussing communication aspect with client and mentor
* Planning future meetings with mentor

# Minutes of the meeting