

Minute

Minute from project meeting in project team 4

Time/location: 28.02.2020 10:15 – NTNU: Atrium

Present: Martin Johansen, Martin Holtmon, Eilert Tunheim, Erlend Johan Vannebo

Absent: Eirik Norbye (without notice)

Moderator: Martin Johansen

Case no. 1/2020

Ratification of collaboration agreement. Signing. Determining group roles and responsibilities. Planning sett meeting times for the project's duration. Determining group rules and norms, expectations and defining consequences. Actual signing postponed until entire group is present.

Case no. 2/2020

Review of initial Balsamiq prototype. Prototype approved with small iterations, will be made ready by end of day. Testing and report done by 29/02/2020

Case no. 3/2020

Review of first iteration vision document. Trimming of unnecessary elements not relevant to the project at hand. First iteration almost complete, requires some finalizing writing, expected to be completed by 29/02/2020

28.02.2020, Martin Johansen