Agenda Week 24

**Agenda Week 3 (Finalizing Backlog)**

Location: DW PC1 cubicle 10

Datum: Tuesday 28 February 2023

Time: 13.45-14.30

Attendees: All team members + TA

**Agenda-items**

13.45 **Opening by chair**

13.45-13.48 **Check-in –** How is everyone doing?

13.48-13.50 **Approval of the agenda -** Does anyone have any additions to the agenda?

13.50-14.10  **Finalizing the Backlog based on the feedback (Deadline Friday 3th)**

* *Discussing the feedback on our backlog.*
* *Deciding on what we want to change about the backlog.*

14.10-14.20 **First sprint**

* *Discuss how we can start working on the code.*

14.20-14.25 **Summary** **action points**

* *What is going to happen in the time period to the next meeting?*
* *Deciding on the new chair and minute taker*

14.25-14.28 **Feedback round -** What went well and what can be improved next time?

14.28-14.30  **Question round -** Does anyone have anything to add before the meeting closes?

14.30 **Closure**