

# Project Group Meeting 2

Date: 2021-02-02

Time: 08:15

President: Victor Krook

Secretary: Assar Orpana

---

§1 Welcome

§2 Approve todays agenda

§3 The Lap

§4 Effective meetings

§5 Updated time plan

§6 Informal Review Wednesday 3/2

§7 Formal Review Monday 8/2

§8 ING-days should be reported in e-puss

§9 Time report e-puss Sundays 17:00

§10 Document standards

- Bulletpoints with bold text or Descriptions. Hyphen or colon?

§11 Demo for acceptance meeting

§12 System name

§13 How developers want to handle SDDD

§14 Reviews compare status reports

§15 Personal assignment is on Canvas

§16 Time for help for each group is on Canvas

§17 Linter - Checkstyle

§18 Other

§19 Next meeting