5th meeting with the mentor

Analysis of Notes and Key Themes:

1. **Data Analysis and Decision-Making**:
   - Decisions should be based on data analysis.
   - It is necessary to analyze data before starting development.
   - We need to discuss the decision-making process and move away from an ad hoc approach.

2. **Planning and Organization**:
   - Clear planning is needed to avoid surprises in the future.
   - Clarify the number of sprints for development.
   - Reorganize the Kanban board and improve the task addition process.
   - Add links to previous versions of work (architecture, C4).
   - Formulate tasks more clearly and add links to artifacts.

3. **Role Distribution and Responsibilities**:
   - Clarify roles and responsibilities of each team member.
   - Distribute tasks between frontend and backend.
   - Choose an additional developer for frontend.

4. **Task Estimation**:
   - Estimate tasks by time (backend and frontend).
   - Organize the level of items in the sprint.

5. **Change Management**:
   - Develop an algorithm for handling requirement changes.
   - Re-evaluate the severity of Jury use cases.
   - Consider changes to project requirements.

6. **Documentation and Tracking**:
   - Attach links to completed work.
   - Possibly track or store action points.
   - Improve the process of adding action points to the Kanban board.

7. **Risks and Activity**:
   - The risk matrix is not a mandatory task.
   - Clarify the amount of work (backend vs frontend).

ACTION POINTS:

1. **Data Analysis**:
   - Conduct data analysis before starting development.
   - Discuss the decision-making process and transition to a more structured approach.

2. **Planning**:
   - Clarify the number of sprints for development.
   - Reorganize the Kanban board:
     - Add clear task descriptions.
     - Attach links to artifacts and previous versions of work.
   - Discuss the GitHub Kanban process.

3. **Role Distribution**:
   - Clarify roles and responsibilities.
   - Choose an additional developer for frontend.

4. **Task Estimation**:
   - Estimate tasks by time (backend and frontend).
   - Organize the level of items in the sprint.

5. **Change Management**:
   - Develop an algorithm for handling requirement changes.
   - Re-evaluate the severity of Jury use cases.
   - Consider changes to project requirements.

6. **Documentation**:
   - Attach links to completed work.
   - Improve the process of adding action points to the Kanban board.

7. **Risks and Activity**:
   - Clarify the amount of work (backend vs frontend).
   - Decide whether to use the risk matrix.