



Agenda Template

Agenda TA Meeting Week 6

Location: [Pulse Hall]
Datum: [29.05.2023]
Time: [9:45 – 10:45]
Attendees: [Vlad Nitu– minute taker, Rares Toader, Diana Micloiu, Matei Mirica - chair, Cristian Ciacu]

Agenda-items

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| [09:45 – 09:46] | Opening by the chair. |
| [09:46 – 09:47] | Quick check-up round – How is everyone doing? |
| [09:47 – 09:51] | Reflections on last week: <ul style="list-style-type: none">• Submitted Assignment 6 (introduction) written after receiving feedback from one teammate.• Attended the 2nd Technical writing session.• Received first Buddycheck feedback.• Had midterm presentation. |
| [09:51 – 09:59] | TA Slot – feedback from our TA <ul style="list-style-type: none">• Midterm presentation |
| [09:59 – 10:05] | Last week's progress |
| [10:05 – 10:15] | Demo in the current state of the application |
| [10:15 – 10:17] | On this week's TO DO List <ul style="list-style-type: none">• Attend the 3rd Teamwork session @ Drebbelweg IZ2 from 10:45 until 12:45 (on Thursday instead of Monday!)• Assignment 7 (individual) -> Deadline 1st of June. |
| [10:17 – 10:21] | Questions round – questions for our TA |
| [10:21 – 10:27] | Team feedback round. |
| [10:27 – 10:29] | Set up the new chair and the minute taker for next week. |
| [10:29 – 10:30] | Closure. |