Supervisor Meeting Agenda 02/02/2023

# Zsolt ToDo for this meeting:

* ~~Finalise user evaluation survey:~~
  + ~~Add description and introduction and thank you paragraphs,~~
  + ~~Come up with user tasks,~~
  + ~~Come up with system specific questions that the SUS doesn’t cover.~~
* ~~Write-up task – Start outlining the structure 🡪 Headings and sections.~~
* ~~Write-up task – Check if every supporting material is available for the suggested sections.~~
* ~~Create and send agenda before 02/02/2022.~~

# Questions and topics to discuss during the meeting:

* Double check questionnaire
  + Are the descriptions clear enough?
  + Do the tasks cover enough ground?
* Status update on pilot evaluation
* Check if structure and proposed length are good (only if appropriate to discuss).

# Next Steps:

* Send out evaluation questionnaire.
* Revise feedback from pilot evaluation
* Start writing up chapters that have all supporting materials ready:
  + Requirements
  + Design
* Create and send agenda before next meeting on 09/02/2023.