**Minutes of Meeting**

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| **DATE** | **DURATION** | **PURPOSE OF THE MEETING** |
| 31st August, 2018 | 34 Minutes | * Discussing the requirements of the customer * Contents to be included discussed * Basic layout drawing * Date to show the first layout: September 16/17 |
| 17th September, 2018 | 30 Minutes | * First layout shown to the customer * Next date to show the progress: October 10 |
| 10th October, 2018 | 26 Minutes | * Progress of the application shown * Customer’s requirement to add another feature (issue and return) discussed |
| 29th October, 2018 | 20 Minutes | * Showed the progress of the app * Feedback form given to the customer for mid-app development feedback |
| 12th November, 2018 | 10 Minutes | * Filling of the feedback form * Discussed GUI changes to be shown on 14th November, 2018 |

