

Meeting Agenda

Date: SAT | 9-9-2023 at 4:14PM

Place: In Telegram call

Time duration: 1h maximum

Attendees: All group members

Agenda

- WELCOME AND INTRODUCTION (3min)
 - a. Welcome all team members to the meeting.
 - b. each member introduce herself.
 - c. Provide a brief introduction about the purpose and goals of the team.
- NEW BUSINESS (30min)
 - a. Idea Discussion and Presentations.
 - b. Choose the group leader.
 - c. Choose the project's idea.
 - d. Choose The type of cloud repository to be use.
- PROGRAM PLAN (3min)
 - a. Everyone will review the syllabus.
 - b. Overview the program's timeline.
- CONCLUSION (2min)
 - a. Determine when next meeting will be held.

BY ALIAA AND LAMA

