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| **MEETING MINUTES** | | | |
| **Project Name** | Personalized Academic Planner [PAP] | | |
| **Meeting Name** | Meeting 7: Discussion of Story board and planning for the implementation of our Front-end design. | | |
| **Meeting Facilitator** | Tolani Oke-Steve, Bilal Alissa. | | |
| **Meeting Details** | **Date**: Monday November 6th, 2023.  **Start**: 3:35pm  **End**: 3:55pm.  **Location**: ED Building 5th floor. | | |
| **Meeting Invitees** | N/A | | |
| **Minutes:** | | | |
| **Topic** | | **Summary of Discussion/Decision** | |
| Fron-end design planning and review of weekly documents. | | We discussed on the contents to be included in our kanban and the documents we needed to complete to meet submission deadline set by us and we estimated the start time for our front-end design given recent drawbacks. | |
| **Action Items:** | | | |
| **Description of Action** | | **Assigned to** | **Date Required** |
| GitHub Kanban formulation | | Tolani Oke-Steve | Friday November 10th, 2023. |
| Front-end design | | Tolani Oke-Steve | Friday November 10th, 2023. |
| Completion of Meeting documents | | Tolani Oke-Steve | Friday November 10th, 2023. |
| completion of Meeting documents | | Bilal Alissa | Friday November 10th, 2023. |
| Front-End Design | | Bilal Alissa | Friday November 10th, 2023. |