

MEETING MINUTES		
Project Name	WorkFlow	
Meeting Name	Static Prototype	
Meeting Facilitator	Seonyu Park	
Meeting Details	Date: November 2, 2023 Time: 30mins Location: ED474	
Meeting Invitees	Seonyu Park Yogesh Sharma	
Minutes:		
Topic	Summary of Discussion/Decision	
Discuss the static prototypes	Delivered static prototypes and identified next activities.	
Review required document	Weekly document and one time document need to be updated before the project due date	
Action Items:		
Description of Action	Assigned to	Date Required
Sharing the static prototypes	Seonyu Park	20 mins
Reviewing documents and Question and answers	Dr Sharma	20 mins