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| INFO 6068 Meeting Agenda **WEEK #3** | | | | | [01/14/2019]  [7:20 PM]  [130 Dundas Street LDB506] | | |
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| **Project Manager:** | | Harshita Saggu |  | | |  | |
| **Scribe:** | | Jay Mangnani |  | | |  | |
| **Attendees: Jenab Vohra , Jay Patel , Sohana Kadiwala** | | | | | | | |
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| Agenda Items | | | | | | | |
| Topic | | | | Presenter | | |
| Introduction 5 mins | | | | Jenab Vohra | | |
| Team purpose 10 mins | | | | Sohana Kadiwala | | |
| Roles of team members 10 mins | | | | ALL | | |
| Business Etiquettes and Rules 5 mins | | | | ALL | | |
| Targeted Goals 15 mins | | | | ALL | | |
| Proposals/Resolution 5 mins | | | | Jay Patel | | |
| Conclusion 5 mins | | | | Harshita Saggu | | |
| Future Plans 5 mins | | | | Jay Mangnani | | |
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| **Special notes:** | |  | | | | | |
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