Date/Location: 03-December-2019, at NSU Gaming Lab

Attendees: A.B.M. Tanjeeb Alam(TA), Nusher Jamil Kazi(NJ), Shahriar Shakhawat(SS), Jumar Alam(JA).

Start Time: 1.00 p.m.

End Time: 02.30 p.m.

**Decisions**

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\* The next 8-10 days, team will be going to finish the backend works of the project.

\* We have distributed our work among team members.

\* We will use Python 3.5+, Django, Pyknow, Jinja for developing backend of this project.

**Actions**

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\* Action-1: Building signup function.

\* Action-2: Building Login function.

\* Action-3: Building Logout function.

\* Action-4: Building Student Information function.

\* Action-5: Building CGPA calculator function.

\* Action-6: Building Suggested Courses List function.

\* Action-7: Building Suggested Courses for Retake function.

\* Action-8: Building Show Full Graduation Path function.

\* Action-9: Building Faculty Evaluation function.

\* Action-10: Building Lost & Found function.

\* Action-11: Building Complaint Box function.

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| **Action** | **Allocated team member(s)** | **deadline** |
| Action-1 | NJ, SS, JA, TA | 13/12/2019 |
| Action-2 | NJ, SS, JA, TA | 13/12/2019 |
| Action-3 | NJ, SS, JA, TA | 13/12/2019 |
| Action-4 | TA | 13/12/2019 |
| Action-5 | JA | 13/12/2019 |
| Action-6 | NJ | 13/12/2019 |
| Action-7 | SS | 13/12/2019 |
| Action-8 | NJ | 13/12/2019 |
| Action-9 | TA | 13/12/2019 |
| Action-10 | JA | 13/12/2019 |
| Action-11 | SS | 13/12/2019 |