**Meeting Minutes**

**Date: 13/09/2023 Time: 1: 37**

**Project Title: Project Management Tool**

**Members:**

|  |  |  |
| --- | --- | --- |
| **Registration No** | **Name** | **Attendance/ Remark** |
| **2021-CS-61** | **Muhammad Waseem** | **Present (Developer)** |
| **2021-CS-81** | **Abdullah Butt** | **Present (Owner)** |

**Type of Meeting: Physical**

**Location: Lab 01**

**Agenda:**

* **Talked about the project**
* **Discussed about functional requirements**
* **Discussed about end users and their functionalities.**

**Discussion or Feedback**

**In this meeting we basically discussed about what is the project about. Owner told about requirements of the projects and we will hold another meeting regarding UI’s and further requirements with Prototypes.**

**Signature:**

Owner

(Abdullah Butt)

Developer

(Muhammad Waseem)