Meeting |01

## Meeting date | time 23 Feb 2022 | 10:00 A.M | Meeting location Software department lab 2

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| |  |  | | --- | --- | | Meeting called by | Ibraheem | | Type of meeting | Informal | | Facilitator | Ibraheem | | Note taker | Nimra | | Timekeeper | Ibraheem | | Attendees  Maha  Asim  Aqib  Nimra |

# Agenda topics

## Time allotted | 15 mins | Agenda topic voice over on video | Presenter ibraheem

Discussion and reviews on Demo video of the selected topic.

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| --- | --- | --- |
| Action items | Person responsible | Deadline |
| Ibraheem give the voice over suggestions about the topic and provided and implemented the background voice on the video. | Ibraheem | 28 Feb 2022 |
|  |  |  |

## Time allotted | 15 mins | Agenda topic Voice over on video | Presenter Ibraheem

Voice over.

Conclusion :

Every one decided the final voice over task after which project will be completed this was the last meeting.