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| **TEAM NAME** | NOVELSKI |
| **Meeting Date** | June 01, 2021 |
| **Time** | 10:30 AM – 11:00 AM |
| **Venue** | Telephonic |
| **Attendees** | Nagatyothi HR  Bharatendu Software Developer  Sadhana Software Developer  Shailaja BA  Saideep Software Developer |
| **Minutes Taker** | Shailaja |
| **Absentees** | None |

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| **AGENDA** |
| Daily Task Status Reporting |

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| **ACTION PLAN(s)** | |
| **ACTION** | **ASSIGNED TO** |
| ANGULAR Training to team | Bharatendu Sigh |
| Work on React Native learning | Bharatendu Sigh |
| Schedule external meeting at 3pm between client and team | Sadhana |
| Schedule internal meeting at 4pm between Developement Team and BA Team | Sadhana |