**Meetings details :**

| Meeting Type | Team meeting (Online) |
| --- | --- |
| Date | 05.11.2023 |
| Meeting time | 10:00 PM - 11:00 PM |
| Meeting place | Google meet |

**Participants Details :**

| Sujoy Kumar Ray | Project Architect & Scribe |
| --- | --- |
| Rattin Sadman | Software Developer |
| Oishik Biswas | Project Manager &  Quality Assurance |

**Agenda :**

| **SL** | **Discussion topic** |
| --- | --- |
| 01 | Business Requirements Specification |
|  |  |

**Notes :**

| **SL** | **Notes** |
| --- | --- |
| 01 | Focused on documenting various requirements in the Business Requirement Specification (BRS). |
| 02 | Explored various scenarios to ensure a comprehensive approach to fulfilling stakeholder-related functionalities. |
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