

# Meeting Report: Team 6

## Meeting Details

- **Date:** January 10, 2025
- **Time:** 2:00 PM – 4:00 PM
- **Attendees:**
  - Harsh Kapoor
  - Priyanshu Vora
  - Jenny Dobariya
  - Rohit Pillai
  - Neeti Pandya

## Objective of the Meeting

The main purpose of the meeting was to discuss the project topic, get an agreement on roles with respect to team members and reach a consensus regarding the project proposal.

## Discussion Summary

### 1. Project Topic Finalization

The team decided to design an AI-Powered Resume Builder that will assist users in creating professional resumes by providing a set of tools, different template possibilities, AI-powered content optimisation, and a variety of file formats for downloading. The need for making resumes according to job specifics and for ATS compatibility was mentioned

### 2. Role Assignments

Each team member's role in the project was officially decided as follows:

- **Rohit Pillai** – Developer
- **Priyanshu Vora** – Developer
- **Harsh Kapoor** – Developer
- **Jenny Dobariya** – Scrum Master
- **Neeti Pandya** – Product Owner

### 3. Development Process

- The team agreed on using an Agile-Scrum model for project-related task control, with two-week sprints.
- Regular Scrum meetings will be held every four days to cross-check the developments and find solutions where issues arise.

### Decisions Made

1. **Project Scope** – The project will focus on customizable templates, AI powered content formatting and the ability to download the content in various forms.
2. **Roles and Responsibilities** – Roles were established to ensure efficient workflow.
3. **Development Tools** – Finalized tools and platforms include:
  - **Frontend:** React
  - **Backend:** Node.js
  - **Database:** OracleDB or PostgreSQL
  - **Hosting:** Heroku or AWS

### Conclusion

The report summarizes the core points and results of the meeting. In order to meet deadlines and target any possible difficulties constant collaboration will be scheduled into the progression of the project.