Date/Location: 12-November-2019 at 11:30 at NSU Library

Attendees: Saad Ahmed Salim (Sa), Niazi Mahrab (NM), Mahabub Alam (MA)

Start Time: 11.30 a.m.

End Time: 1.00 p.m.

**Decisions**

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* In the project we will use Python for backend and for frontend we use HTML,CSS and Javascript.
* We use Django for the backend framework. Link: <https://www.djangoproject.com/>
* We use Bootstrap for the frontend framework. Link: <https://getbootstrap.com/>
* We use Doxygen and XML for documentation. Link: <http://www.doxygen.nl/>
* For coding standards, we follow PEP-8 <https://www.python.org/dev/peps/pep-0008/>
* Discussion on github merge conflicts took place and all are instructed to study the link: <https://help.github.com/en/github/collaborating-with-issues-and-pull-requests/resolving-a-merge-conflict-on-github>

**Actions**

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| --- | --- | --- |
| Action | Allocated team member(s) | deadline |
| Github account creation | SA | Done (1-11-19) |
| Trello account creation | MA | Done (1-11-19) |
| Slack account creation | NM | Done (1-11-19) |
| Documentation tool | SA,NM | Done (1-11-19) |
| Coding standard | SA,MA | Done (7-11-19) |
| Framework | MA,NM | Done (7-11-19) |
| Git conflict study | SA,NM,MA | Doing (15-11-19) |