

# YOUR PAL IN GIT

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MEETING 4	
<b>Date</b>	2 <sup>nd</sup> September 2018
<b>Time</b>	10.30 a.m. to 11.35 p.m
<b>Place</b>	School Main Hall
<b>Topic</b>	<b>Prototyping</b>

## AGENDA

Begin Time	End Time	Duration	Activity	Description
<b>10.30 a.m.</b>	10.45 a.m.	15 Minutes	<b>Welcome-sign in &amp; apologise for non attendant's</b>	All participants will sign in the iPad along with the fingerprint and report non-attendant's apologize.
<b>10.45 a.m.</b>	10.50 a.m.	5 Minutes	<b>Minutes of the last Meeting (3)</b>	The secretary will read the minutes of the last meeting.
<b>10.50 a.m.</b>	11 .15 a.m.	25 Minutes	<b>Presentation of Prototype and discussion</b>	Prototype will be presented to all the members present by Mr. Jayaweera and Mr. Ferdinendz. Then they will discuss the pros and cons of the prototype.
<b>11.15 a.m.</b>	11.30 a.m.	15 Minutes	<b>Client's Address</b>	The gathering will be addressed and her opinion of the meeting will be delivered by Ms.Watson.The date of the next meeting will be scheduled.
<b>11.30 a.m.</b>	11.35 a.m.	5 Minutes	<b>Conclusion and Adjournment</b>	Anyone can forward comments and suggestions.