

Date/Location: 05-07-2019, North South university

Attendees: Shahreen Sultana & Nazmus Sakib

Start Time: 3.00 pm

End Time: 3.45 pm

### Decisions

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- \* We will use PHP, HTML, CSS, JAVASCRIPT, AJAX, MYSQL etc.
- \* We will open accounts of trello, git & slack.
- \* We will use overleaf and latex for SRS.

### Actions

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1. Shahreen Sultana will open accounts of trello, git & slack.
2. Shahreen Sultana will write 3 user story.
3. Nazmus Sakib will write 3 remaining user story.
4. Nazmus Sakib will write Overall Description and Final version of SRS.
5. Shahreen Sultana will write introduction and requirement part In SRS.

Action	Allocated team member(s)	deadline
Action-1	Shahreen Sultana	01/07/2019
Action-2	Shahreen Sultana	07/07/2019
Action-3	Nazmus Sakib	07/07/2019
Action-4	Nazmus Sakib	05/07/2019
Action-5	Shahreen Sultana	05/07/2019