DDR PROJECT MEETING |Minutes

## Meeting date | time 01-Dec-2022 | 9:00 P.M | Meeting location Zoom

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| |  |  | | --- | --- | | Meeting called by | Hunzalah | | Type of meeting | Virtual (To discuss the roadmap of the project) | | Facilitator | Hunzalah | | Note taker | Shayan | | Timekeeper | Sohaib | | Shayan  Sohaib |

# aGENDA TOPIC: DISCUSSION ABOUT THE PROJECT

## Time allotted | 5 min | Agenda topic Introduction about our Project | Presenter Shayan

In this we discuss about our project that what our project is what functionalities they perform and how they work.

## Time allotted | 10 min | Agenda topic Assign the Task | Presenter Hunzalah

Discuss the brief description of the project and also divided the task of each member that what work will be perform by which member

## Time allotted | 5 min | Agenda topic Conclude the Meeting | Presenter Shoaib

In this we conclude the meeting agenda and the all work which will be assign to each member will be submitted/committed on time.

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