**Minutes of the Meeting**

**Author: Suryaprabha K**

**Date: 30-Dec-2021**

**Date:** 29-Mar-2022 **Time:** 3.00PM to 4.00 PM

**Venue:**  Phoenix

**1. Participants**

1. Abhinav Ramaswamy
2. Suryaprabha K

**2. Purpose of the Meeting**

To review my learnings and assignments that I’ve completed and to highlight the areas where I need to focus on.

**3. Agenda**

To review my learnings in Java Basics, OOPS concepts, Exception Handling, Threads, Collections and Console Application.

**4. Meeting Notes**

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| **ITEM** | **RESPONSIBILITY** | **COMPLETION DATE** |
| **Discussions Held:**  A small self-introduction to know about me.  Discussed on OOPS and java Console application as follows:   1. Polymorphism 2. Inheritance 3. Encapsulation 4. Collection concepts 5. Exception Handling 6. Objects 7. Class 8. Static Keyword 9. Checked and Unchecked 10. Try-catch |  | 29-Mar-2022 |
| **Recommended Guidelines:**   1. Practice daily to improve knowledge on any programming language. |  | 29-Mar-2022 |
| **Actions to be done:**   1. Instead of creating object for exception classes in catch block, use extends keyword to extend the class Exception that extends all the subclass Exceptions and print the error message which will be used in real time. | Suryaprabha K | 29-Mar-2022 |