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| Meeting No. | Date | Time | Duration | Cause for meeting | Platform used |
|  | 13/02/2022 | 7.00 PM | 40 min | Use Case | Gmeet |
|  | 14/02/2022 | 8.30 PM | 50 min | ER Diagram | Gmeet |
|  | 15/02/2022 | 7.30 PM | 45 min | User Stories | Gmeet |