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| P465 Team 19 |
| Weekly Standup Summary Report |

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| LOCATION: | Microsoft Teams |
| Date: | 9/18-9/22 |
| Attendees: | Ashutosh, Bharath, Darrion, Nithin, Carter |

Agenda Items

1. Discussing Elevator Pitch format
   1. Powerpoint template
   2. Assigning tasks/topics amongst group members
      1. Still need company name/title for website
   3. Creating slides from context of topics
2. What to include/not include in elevator pitch
   1. Business aspect?
      1. Does this website bring in money directly, i.e. service fees?
      2. Implementing a fee on each rental agreement/purchase
   2. Going through necessary tips and topics in Pitch Presentation Tips document
      1. Does this pitch need Metrics and Money?
      2. Competition and comparing/contrasting with other rental websites
         1. What is different/unique about this website?
3. Recording Elevator Pitch
   1. Modifying presentation to fit allocated time
      1. Going over slightly
   2. Multiple runs to improve flow of talking
4. Weekly Status Report
   1. What each person did this week