MINUTES OF MEETING

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| **Meeting Date and Time** | 09-Aug-2021, 6:00PM | **Meeting Location** | India |
| **Meeting Organizer** | Gayathri V | **Meeting Chair** | Mr. Siddayya |
| **Minutes Drafted Date** | 08-August-2021 | **Meeting Title** | Internship Website:  Re-Design & Development |

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| **Attendance** |  |
| Vivek Nishad  Vineet Pant  Gayatri  Haritha  Purva Pathak  Saikat  Sourabh  Ayush  Shivam Yadav  Khushbu Sonkar  Ankit  Meet Patel  Abhishek  Sanurag Gupta  Navneet Kumar  Smita Khode  Reshma Barvin  Raja Taid  Suthira Heenetimulla  Anurag Gupta  Devaansh Dhingra | Inam Ulhaq |

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| **Brief Description/Agenda** |
| * Discussion on the current design of: <https://www.figma.com/file/5AwfW1LO2g7SopZz9wHFHv/Photoshooto01?node-id=131%3A2>. * Review and discussion based on changes made by UI/UX team. * Recommend Design Upgrade, suggestions made and reviewed with Design Team. * Design completion by today and design based working distribution. * Work Distribution related to finalized pages discussed with UI/UX team. * Review on different pages and some recommendations from developers. |

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| **Summary of discussion** | |
| No | Items Discussed |
| 1. | Different pages assigned to new members. |
| 2. | Discussion on internship report with everyone, its progress and improvements. |
| 3. | Work finalization on different internship page to be discussed in the next meeting. |
| 4. | Different UI/UX recommendations & design ideas shared. |
| 5. | Web development work for different section assigned and to work on compilation of work. |
| 6. | About data flow in website, suggestions for improvements and report work discussion. |
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| **Meeting Conclusion** |
| The meeting concluded with everyone in the team recommending to proceed with the website redesign and the changes to be finalized to further procced the development of website.  There were several doubts, queries, recommendation and discussion on how to divide team to create a report on the design and the distribution of work among the new and old members based on the finalized pages.  Discussion on different approach to be needed and work distribution needed to increase the work progress and asked UI/UX team for further design finalization and some personal suggestion discussed with TL. |