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| **Meeting Date :** | 01-10-2015 | **Meeting Time :** | 17:30 |
| **Meeting Attendees :** | Yogi, Kaii, Likai He, Clay, Irene, Shawn, Miranda, Lulu, V (Scrum Master) | **Meeting Location :** | Client office |
| **Minutes Taken by:** | Vasanth Boraiyan | **Next Meeting Date & Location:** | 05-10-2015 or 06-10-2015(will be confirmed) |

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| **S.No.** | **Meeting Notes:** |
| 1 | Real time data requested, and the same will be provided soon. |
| 2 | Pictures for Recruitment, Training, Automating testing to be recommended to client. |
| 3 | Link for Login page for employees to be provided. |
| 4 | To add Yogi in GitHub (details are yadwinds – ceo@getskills.co.nz). |
| 5 | Learn more button to be provided. |
| 6 | Discussion about Content editor. |
| 7 | Solution for launching of website discussed – azure 80 NZ$/month for 1GB data suggested. |
| 8 | Yogi invited for final presentation. |
| 9 | Contact Me page to point to old website. |
| 10 | Data from scientific magazine pdf, converted to proper data then it will be given to VEL team so that it will be added to the website. |