Group 04 – Line Editor

**MINUTES OF MEETING**

**Date : 06-12-2022**

**Agenda :**

* **Discussion and understanding the details about project**
* **Discussion of responsibilities of each member**
* **Planning of the work for project**

**Action :**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| 1. Discussion and understanding the details about project 2. Discussion of responsibilities of each member 3. Planning of the work for project | 1. P. Yuktha priya 2. T. Aishwarya 3. CH. Lakshmi Devi 4. Y. Leela Naga Maheswari 5. M. S V Lakshmi Durga | 06-12-2022 |