# Meeting Title: sprint-02-day-01

# Date: 11th January 2022

# Start Time: 11:30 p.m

# End Time: 11:45 p.m

# Attendees: Alif (AF), Mehedi (MD), Fahim (FM), Forhad (FH), Hridoy (HD)

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**Objective**:

In this meeting, we discuss which features are used during sprint 2 and select features for every member which are needed for our **Write-IN** project.

**Features:**

There are five features for sprint 2.

1. Review Post.

2. Delete Post.

3. Ban User.

4. Add to Draft.

5. Save to Favourites.

**Decisions:**

1.We will communicate everything via slack**.**

2.We will complete our project with a day in hand.

3.We will conduct our next meeting on our pogress within two days.

**Actions:**

1.Create Trello cards.

2.Start aquiring knowledge for coding languages,documentation tool,github.

3.Create own branches in github.

4.Review Previous actions done for project**.**

**Discussion:**

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| Features | Appointed | Deadline |
| Review Post | Mehedi | 15 January, 2022 |
| Delete Post | Hridoy | 15 January, 2022 |
| Ban User | Forhad | 15 January, 2022 |
| Add to Draft | Alif | 15 January, 2022 |
| Save to Favourites | Fahim | 15 January, 2022 |