# MINUTES OF THE MEETING

**Date:** 5/2/24

Meeting Minutes: February 5, 9:30 AM to 3:30 PM

**Venue:** Futurense Technologies

# **Participants:**

- Ms. Devi Futurense Employee
- Mr. Akash- Futurense Employee
- Mr. Jacob- Futurense Employee
- Jain University Students

## Agenda:

- 1. Impromptu Speaking
- 2. Tic-Tac-Toe Project/Pandas Task Presentation

### **Summary:**

Ms. Devi conducted a session in Impromptu speaking for the remaining students and gave them feedback based on their performance. The Futurense team addressed issues of the students. Mr. Akash and Mr. Jacob postponed the presentation. Mr. Akash walked us through how projects and its activities should be logged on GitHub and how what all documentations are required.

### **Action:**

- Assigned students to make a MoM
- Wanted proper documentation from next project onwards