**Software Engineering**

**MINUTES OF MEETING\_01**

**IT - 05**

**Location :**  Mess hall **Duration of Meeting :** 1 hour

**Date :** 12/08/2017 **Time :** 4:00 pm

**Attendance:**

|  |  |  |
| --- | --- | --- |
| Name | Student Id | Attendance |
| Akriti Bhadoriya | 201552074 | Present |
| Anshit Kumar | 201552056 | Present |
| Niranjan Choudhary | 201552060 | Present |
| Chetanya Shrimali | 201552064 | Present |
| Manikanta Swamy | 201552068 | Present |
| Vamshi Krishna | 201552079 | Present |

**Agenda of the meeting:**

* To identify the team leader and a suitable name for the team
* To know about all the members of the team.
* To form rules and regulations.

**Discussion**

* The team name was finalised as “Jigsaw” with the idea that we all are different and want to unite and come out as beautiful picture in the end. Akriti was decided as the team leader.
* All the members introduced themselves along with the area of their interest and skills they had and they wish to learn.
* Rules and regulations were formed.