

# FORTNIGHTLY MINUTE -

Date:

PROJECT NAME: SmartResell – Your trusted Marketplace for  
Second-hand Mobile Phones

SUPERVISOR: Er. Pratikshya Shrestha

MEMBER 1: Kabita Adhikari

MEMBER 2: Bhawana KC

MEMBER 3: Prasamsha Tripathi

PROGRESS CHECK: (Tick ☒ in appropriate box)

☐ 5 ☐ 10 ☐ 15 ☐ 20 ☐ 25 ☐ 30 ☐ 35 ☐ 40 ☐ 45 ☐ 50 ☐ 55 ☐ 60 ☐ 65 ☐ 70 ☐  
75 ☐ 80 ☐ 85 ☐ 90 ☐ 95 ☐ 100

AGENDA:

DISCUSSION:

INDIVIDUAL ACHIEVEMENT (LAST SPRINT):

<u>MEMBER 1</u>	<u>MEMBER 2</u>	<u>MEMBER 3</u>

**RESPONSIBILITIES (COMING SPRINT):**

MEMBER 1	MEMBER 2	MEMBER 3

**SIGNATURE:**

\_\_\_\_\_  
MEMBER 1

\_\_\_\_\_  
MEMBER 2

\_\_\_\_\_  
MEMBER 3

\_\_\_\_\_  
SUPERVISOR

**NOTE:**

Photo (all members & supervisor included) must be attached with this minute during submission.

**To be filled by Supervisor:**

**INDIVIDUAL MARKING (5):**

MEMBER 1	MEMBER 2	MEMBER 3