# IT7x01 Project Meeting Minutes

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| **Project code** | 116-T2/2015-AKL |
| **Project name** | Career Guidance web portal project |
| **Meeting date** | 04/06/2015 |
| **Venue** | Whitireia |
| **Participants** | Rohini,jagath, Pasindu, Kushan |
| **Apologies** |  |

Minutes of Meeting

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| **Topic** | **Highlights / Summary** | **Action items** |
| 1 | Discussion about the project proposal | Share the project documents with supervisor |
| 2 | Discuss meeting times | Schedule the next meeting times |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |

The meeting started at 1.00pm and ended at 1.30pm

Minutes submitted by: Pasindu, kushan