

Date/Location: 28-09-2025, BUP Campus CR-303

Attendees: Samia Maliha(SM), Ishrat Jahan(IJ), Anika Tasnim Mritiika(AT), MD. Hasibul Mitul(HM).

Start Time:3:05 PM

End Time:3:30 PM

Meeting chair person: Ishrat Jahan(IJ)

Meeting minute taker: Hasibul Mitul(HM)

Decisions

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- * Documentation Tool: We will be using JSDoc for documentation.
- * Coding standard has been uploaded in Git.

Action	Allocated team member(s)	outcome
Selecting documentation tool	AT,IJ	Selected JsDoc for documentation
Selecting coding standard	HM,SM	Selected coading standard has been uploaded to Git