

Date/Location: 22-02-2024, Savar, Dhaka.

Attendees: Shagor, Omar, Uosmoy, Babor, Nafiz.

Start Time: 10:00 PM

End Time: 10:45 PM

Decisions

=====

- A feature, continuous Integration, TDD, Unit testing, Documentation
- Dividing the work to everyone.

Actions

=====

1. Varsity Admin
2. Hall Admin
3. Provost
4. Student
5. Staff

Tasks

=====

Action	Allocated team member(s)	deadline
--------	--------------------------	----------

Action-1	Shagor	26/02/2024
Action-2	Omar	26/02/2024
Action-3	Nafiz	26/02/2024
Action-4	Babor	26/02/2024
Action-5	Uosmoy	26/02/2024