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|  | **Meeting Minutes** |

**Call to order**

**A meeting of project requirement gatering and to review the on going project at ABCoffice on 18 June 2018.**

**Attendees**

**Attendees included clientA, clientB, EngineerA.**

**Opening remarks**

**The clent was unable to provide the engineer with the promised material in this meeting as agreed on the last meeting.**

**Approval of minutes**

**The last meeting agenda has completed on site project**

**Reports**

**[Need to add your own headings or more text? No problem. On the Home tab of the ribbon, check out the Styles gallery to easily apply any text formatting you see in this document.]**

**Unfinished business**

**The ongoing site project and the capaingn summary projects. The site project has to be revied by the client and see if any changes required in the next meeting.**

**The campaign project has the at most priority. It has to be completed at first having two excels one on one tab with a bit of formatting where required. This has to be done in python. The campaingn project will be firsh done using a dummy database then pushed on to the actual one. There required three APIs one for campaign summary one for campaign details and another where we enter campoaign summery we get the details. Once this is done has to start the sight project according to the changes required.**

**New business**

**Need to start with the new project where we hgave to analze the old code and make the code more optimize, generic, uniform, tools tro ude the project. The code should be fater and unit testing has to be done.**

**All the tables will be visible and the primary key will be also given and tools should use it to extract the data out. Database name are new comtest. Data freames are also available.**

**Announcements**

**The next meeting is scheduled on 1st July 2018.**

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| **Secretary** |  | **Date of approval** |