

Software Engineering  
Team -02  
(ninEngineers)

MINUTES OF THE MEETING

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The following is an account of the minutes taken at the team meeting held between 2 pm and 3pm on 02/09/2015 at our Classroom.

The following members of the team were present in the meeting.

Team Leader	Murtuza Bohra
Team Members	Manu Sharma Shalineer Singh Yash Chaubey Rahul Nalawade Abhijeet Singh Panwar Sameer Bhati Nitin Kumar Singh

The following members of the team were absent in the meeting.

Name	ID
Ajay Shewale	201351030

Minute Recorder:

Name	ID
Nitin kumar Singh	201352006

Agenda of the meeting:

- To make a plan of action for our project

Discussion:

Firstly we discussed all the phases, what are the things that are there in particular phases, then we studied all the phases one at a time and estimated according to our project how much time will it be required to do that particular thing. And then we assigned suitable time to that.

Conclusion:

- Plan of Action was formed