Meeting Agenda

Date/Location: 10-September-2025 at 10:30 am in Discord

Meeting Chair: MD. Sakib Hasan
Note Taker: MD. Mahadi Hasan Shakib

Information Updates/Reminders
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* The next weeks, we are going to work on a project.

* Everyone should be able to use git, github wiki's, Trello, Discord.

Decisions Needed
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* Decision about the **programming language** that the team will use in the project.

* Decision about the **frameworks** (for implementation purposes) that the team will use in the project.

General Items
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* Need a github account for this project. One team member will create a repo in github and invite the rest of the team members.

* Need github wiki pages to document project details.

* Allocate one/two team members to check **coding standards**. They should come up with **at-least 2** coding standards.

* Allocate one/two team members to check **documentation tool(s)**. They should come up with **at-least 1/2 tools** (with brief summary of the usage, advantages and disadvantages) for source code level documentation.