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| Meeting with solid fill | Minutes of meeting |

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| Date | 18/10/2024 | Time | 3:00 PM | Facilitator | Shehab Magdy |

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| attendees | | | |
| Shehab Magdy | Abullrahman Elremaly | Samy Adel | Ahmed Fekry |
| Fares Ahmed | Mohamed Mahmoud | Mohamed Yasser | Khaled Rabie |
| Mazen Arafat |  |  |  |

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| Time | Item | Owner |
| 3:00 | Defining the LLM API to be used | Fares Ahmed |
| 3:30 | Review Project details | Shehab Magdy |
| 4:00 | introducing the Project Management and Communication tool | Shehab Magdy |