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| Meeting with solid fill | **Minutes of meeting** |

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| **Date** | 11/10/2024 | **Time** | 3:00 PM | **Facilitator** | Shehab Magdy |
| **REVIEWER** | Shehab Magdy | **LEADER** | Shehab Magdy | **VERSION** | 2.0 |

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| **ATTENDEES** | |
| Name | ID |
| Shehab Magdy | 22011558 |
| Fares Ahmed | 22010182 |
| Mazen Arafat | 22010202 |
| Abdulrahman Elremaly | 22011460 |
| Samy Adel | 22010107 |
| Ahmed Fekry | 22010317 |
| Mohamed Mahmoud | 22010231 |

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| **Time** | **Item** | **Owner** |
| 5:50 | Welcome | Shehab Magdy |
| 6:00 | Discuss requirements sheet | Shehab Magdy |
| 6:30 | break |  |
| 7:10 | Continue discussing requirements + database design | Shehab Magdy |
| 7:40 | System design | Shehab Magdy |
| 9:45 | Conclusion |  |

Total hours this week:

Meetings: 4h

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| --- | --- |
|  | **NEXT MEETING** |

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| **DATE** | 3/12/2024 | **TIME** | 7:00 PM | **PLACE** | ONLINE |