Date/Location: 2-07-2019, LOCATION: Study Hall

Attendees: [Mysha (MR), Sanzida (SD), Ahad (AH),Nabil (NUR)]

Start Time: [9:30]

End Time: [10:30]

**Decisions**

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\* [Everyone will work on GITHUB,Slack and Trello.]

\* [Mysha will open account in Github ,Slack and Trello and invite everyone.]

\* [Mysha and Nabil will look for coding standard.]

\* [Sanzida and Ahad will look for testing tools.]

**Actions**

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| **Action** | **Allocated team member(s)** | **deadline** |
| Action-1 | MR, SD, AH, NUR | 03/07/2019 |
| Action-2 | MR | 05/07/2019 |
| Action-3 | MR, NUR | 08/07/2019 |
| Action-4 | SD, AH | 10/07/2019 |
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