

Minutes of Meeting

Meeting Summary			
Meeting Title	zoom test 2		
Date & Time	09 Jan 2025 ,11:25 AM to 03 :25 PM	Meeting Mode	Virtual
Location	Room 001, Nalini Nilaya, Bhubaneswar		

Attendance		
#	Name & Email	Attendance
1	Soumya Ranjan Mishra (soumya.mishra@ntspl.co.in)	Present
2	Harihar Nayak (node.js@ntspl.co.in)	Absent

Dear Sir/Madam,

With reference to the meeting held on 09 Jan 2025, please find the below points for your reference.

Agenda 1: agedna				
#	Minutes	Responsible Person	Due Date	Priority
1	A paragraph is defined as “a group of sentences or a single sentence that forms a unit” (Lunsford and Connors 116). Length and appearance do not determine whether a section in a paper is a paragraph. For instance, in some styles of writing, particularly journalistic styles, a paragraph can be just one sentence long.	Harihar Nayak (node.js@ntspl.co.in)	09 Jan 2025	High
2	ZCZXXCXZCZCZXC	NA	NA	Low
3	xZxzx	NA	NA	Low

Agenda 1: agedna

#	Minutes	Responsible Person	Due Date	Priority
4	sdfdasuhpcfd	NA	NA	Low