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| **School of Computing, Creative Technologies and Engineering 2024/25**  **Level 6 Production Project** | | | |
| **MEETING RECORD SHEET:** | | | **Meeting**  **Number: 1** |
| **Student: Soya Shrestha** | | **Student I.D.: 77356846** | |
| **Date of Meeting:** | | **Supervisor: Mr. Rohit Raj Pandey** | |
| **Actions agreed at previous meeting (completed or comment):** | | | |
| **1** | **◻** | | |
| **2** | **◻** | | |
| **3** | **◻** | | |
| **4** | **◻** | | |
| **5** | **◻** | | |
| **6** | **◻** | | |
| **Comments of student (if any):**  ………………………………………………………………….…………………………..……………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….……………………………………………………………………................. | | | |
| ***ABOVE here*** *– student to complete before Meeting with supervisor.* ***BELOW here*** *– complete at the Meeting.* | | | |
| **Next meeting** (date/time)**:** | | | |
| **Agreed Actions to complete before next meeting:** | | | |
| **1** |  | | |
| **2** |  | | |
| **3** |  | | |
| **4** |  | | |
| **5** |  | | |
| **6** |  | | |
| **Comments of supervisor (if any):**  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….……………………………………………………………………................. | | | |

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| **School of Computing, Creative Technologies and Engineering 2024/25**  **Level 6 Production Project** | | | |
| **MEETING RECORD SHEET:** | | | **Meeting**  **Number:** |
| **Student:** | | **Student I.D.:** | |
| **Date of Meeting:** | | **Supervisor:** | |
| **Actions agreed at previous meeting (completed or comment):** | | | |
| **1** | **◻** | | |
| **2** | **◻** | | |
| **3** | **◻** | | |
| **4** | **◻** | | |
| **5** | **◻** | | |
| **6** | **◻** | | |
| **Comments of student (if any):**  ………………………………………………………………….…………………………..……………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….……………………………………………………………………................. | | | |
| ***ABOVE here*** *– student to complete before Meeting with supervisor.* ***BELOW here*** *– complete at the Meeting.* | | | |
| **Next meeting** (date/time)**:** | | | |
| **Agreed Actions to complete before next meeting:** | | | |
| **1** |  | | |
| **2** |  | | |
| **3** |  | | |
| **4** |  | | |
| **5** |  | | |
| **6** |  | | |
| **Comments of supervisor (if any):**  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….…………………………………………………………………….................  ………………………………………………………………….……………………………………………………………………................. | | | |