**Meeting Minutes**

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| **Project Name** | Campus Management Application at WSC |
| **Meeting Place** | WSC , 11th Floor - Meeting Room |
| **Meeting Date** | 28-Mar-2023 |
| **Scheduled Meeting Time** | 10:30am |
| **Actual Meeting Time** | 12:30pm |
| **Meeting Duration** | 2 hours |
| **Meeting Topic** | Students Management - Hostel |

**In Attendance (WSC)**

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| **Attendee’s Name** | **Department** |
| Anil Das | Administration (Admission) |
| Dhananjaya Sarangi | IT |

**In Attendance (SOUL)**

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| --- | --- |
| **Attendee’s Name** | **Department** |
| Abhishek Adhikari | SOUL |
| Sukalayan Nayak | SOUL |
| Shaik Tousiff | SOUL |
| Sharmistha Panda | SOUL |

**Points Discussed**

The following points were discussed :

1. Screen name Death De-allotment to be renamed
2. The employee allotment screen will have a drop down where the hostel superintendent, deputy superintendent and warden option will be given to the user to select
3. In Hostel distribution materials master screen should contain the items which are to be delivered to the student during reporting