**Meeting Minutes**

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| **Project Name** | Campus Management Application at WSC |
| **Meeting Place** | WSC , 11th Floor - Meeting Room |
| **Meeting Date** | 10-May-2023 |
| **Meeting Time** | 1:00pm |
| **Meeting Duration** | 45min |
| **Meeting Topic** | Training module |

**In Attendance (WSC)**

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| **Attendee’s Name** | **Department** |
| Rajan Pradhan | WSC |
| Dhananjaya Sarangi | IT |
| Bishnupriya Panda | IT |

**In Attendance (SOUL)**

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| **Attendee’s Name** | **Department** |
| Abhishek Adhikari | SOUL |
| Sharmistha Panda | SOUL |
| Shiv Kaul | SOUL |

**Points Discussed**

The following points were discussed :

1. SRS documents shouldn’t have SOUL logo in the User Interface screenshots.
2. All reports sample to be provided by SOUL to WSC for review and approval.
3. Meeting to be scheduled for the Placement module demo in which other team members from placement cell will also be present.

**Action Items**

1. SOUL to share reports sample with WSC stakeholders for review and feedback
2. SOUL - WSC to schedule the meeting for Placement requirements study