

# Minutes of the Meeting

Meeting Title: Project Meeting

Date: 2025-03-02

## Meeting Objectives

- ✓ So, hello everyone, you know we are having event on Monday and it is the first event of our R
- ✓ doing smooth and nurtured manner about managing team about inaugurating the hosts all the

## Discussion Summary

- So I am thinking that we have to arrange some benches that are present in the classroom and
- on the corridor and depending upon that we have to give the number to the particular project ar
- This bed.
- this better if we make a letterhead in that we will write the names of all the students of all the te
- people I want to generate the Google form and that will be submitted by the team leader.
- So, we are going smoothly.
- doing smooth and nurtured manner about managing team about inaugurating the hosts all the l
- So, where to arrange the attendance of the students For this éc...
- attendance would be seen by the faculty.
- same bad faculty.
- same bad faculty but we have to leave the names.
- we will die to the death.
- I'm going to go back to the and guidelines for the participants will be shared on the party.
- will be shared on the participant should come in proper at eye proper razor and ■■■■ ■■■■
- ■ambhi, prardhey untayal.
- ■aming leto genesisikta sa hory, ■at lumaki, broader..

## Action Items

- doing smooth and nurtured manner about managing team about inaugurating the hosts all th
- So, see there are two main tasks of the management team. First is to arrange the IoT projec
- talking about the benches the tables are not enough in a college that will satisfy the need for
- task

## Meeting Conclusion

- ✓ Yeah and make sure that we conclude the program till 3 p.m.
- ✓ All the things will go up all the evening.
- ✓ participants we should provide East certificates..