

**PROGRESS REPORT – MINUTES OF MEETING**

**WEEK: 3**

**MEETING ORGANIZER: OMEYA SAWANT**

**MEETING ATTENDEES: ARVIND THANGARAJ**

**KAMAL DHEERAJ**

**SRICHARITHA TIRUKOTI**

**LAVANYA TALLURI**

**MEETING DATE & TIME: JULY 25, 2023;11:00AM**

**MEETING NOTE-TAKER: KAMAL DHEERAJ**

**MEETING MODALITY: VIRTUAL**

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**TASKS TO BE PERFORMED THIS WEEK:**

**PROJECT PHASE: 2**

Roles:

- |                                   |                        |
|-----------------------------------|------------------------|
| 1. URM Candidate dashboard        | – Omeya Sawant         |
| 2. Academic institution dashboard | – Sricharitha Tirukoti |
| 3. Recruiter dashboard            | – Arvind Thangaraj     |
| 4. Administration dashboard       | – Kamal Dheeraj        |
| 5. DEI Officer                    | – Lavanya Talluri      |

**Are all members equally contributing: Yes.**

**Comments by Note-Taker:**

- Discussed about the web responsiveness of the blog and connecting it with web application done in previous phase.
- Started working on the connections and updated the blog with new content and posts.

**Meeting Start: 11:00 am**

**Meeting End: 12:30 pm**