

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 29

Meeting Details

Date:	08/10/2023
Venue:	Microsoft Teams
Attendees:	Udit Pradeep Malshe Abhijeet Kumar Vidyut Venkatesan Ibrahim Al-Ashhab Rashik Raj
Apologies:	N/A

Information / Decisions

No.	Item
1	Work on SRS
2	Final Code Fixes
3	Spring Backlog
4	Meeting minutes
5	Burndown charts

Action Items

No.	Item	Who	By
1	Work on SRS	Abhijeet Kumar	Abhijeet Kumar
2	Final Code Fixes	Vidyut Venkatesan	Vidyut Venkatesan
3	Spring Backlog	Rashik Raj	Rashik Raj
4	Meeting minutes	Udit Pradeep Malshe	Udit Pradeep Malshe
5	Burndown charts	Ibrahim Al-Ashhab	Ibrahim Al-Ashhab