

**MEETING MINUTES #10– INTERNAL**

**Date/Time
Venue
Meeting with
Attendees**

14th March 2017
SOE GSR 3.7

Akshita Dhandhania, Aayush Garg, Prekshaa Uppin

**Agenda**

1. Change survey

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| Point made by | Notes | Follow – up Action |
|  |  | **Task** | **Person(s) Responsible** | **Due Date** |
| All | We made changes to the survey as per our previous meeting with the client. Additionally we were constantly in touch with our client during this phase on the phone to make any instant changes to the survey. We finally released the survey today to start taking in responses.We cut down the survey questions from 6 networks to 4 main networks – work, expert, innovation and mentor.  |  |  |  |

*Meeting minutes prepared by Prekshaa Uppin
Minutes has been vetted by Akshita Dhandhania, Aayush Garg*