# MINUTES

Website Redesign Meeting

Tuesday, October 12, 2021

Meeting Notes

Agenda: Presentation on New and improved iTechnologies Website by aBit Representative.

Attendees: Birendra, Yeshey Tshogyal, Ugyen Dorji, and Deki Phuntsho Wangmo.

The structure Of the iTechnologies Website should consist of the following:

* **Our Approach**: Methodologies and conventions used.
* **Verticals: HR** System, Document Management System, SMS Integration,Payment Gateway, Biometrics software, etc.
* **Services**: Software Applications, IT Consulting, Business Process, Digitalization, System Integration, Mobile App, Implementation, and Support Services.
* **Our Clients** : ADB,DHL,IFC,SAARC, etc
* **Newsroom**: New systems launched and System that are covered by media will be posted here.
* **Case Study**: Highlight software projects and case study of previous software.
* **About Us**: Our Team, Our mission, and Vision.
* **Contact Us**: Our social handles, Email, Office number and Location.

Agreed Action

* Logo in each page and same location
* Color palettes of iTechnologies choices
* Redesigned the layout & Page structure
* In the services provided section, Use simple design and icons to portray the types of services provided by iTechnologies.

Next Meeting

* Integration of all the ideas and elements discussed.
* Propose new logo for iTechnologies