

**Agenda**

1. Opening Prayer
2. Communication from chair
3. Review of previous meeting actions
4. Updates from team members
   1. Overview of what is being worked on
   2. What was completed previous week
   3. Focus for the starting week
   4. Technical Challenges & emerging solutions
   5. Demonstration of new features to the team
   6. Demonstration and discussion of interesting features
   7. Overview of complaints raised by clients previous week & status
5. AOB

**Attendance list**

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| --- | --- | --- |
| # | **Name** | **Role** |
|  | Tumwebaze Petterson | Chairperson |
|  | Sebbata Denis | Secretary |
|  | Wabuyobo Ivan | member |
|  | Twahah Kaweesi | member |
|  | Asiimwe Daudi | member |
|  | Tumwine Ednson | member |
|  | Murungi Mourice | member |

**Absent with apology**: Non

Discussion

|  |  |  |
| --- | --- | --- |
| Agenda Item | **Discussion** | **Action Points** |
| Opening prayer | The opening prayer was led by Mr.Twahah Kaweesi, he thanked God for the gift of life, good health. He went on to request Lord to bless the meeting. |  |
| Communication from chair | Chairperson for the meeeting, Mr.Petterson Tumwebaze welcomed members from the weekend and to the meeting.  He highlighted what we were to discuss, ie oveview from poscafe, poscream, poscream mobile and poscream desktop app. |  |
| Review of previous minutes actions | Minutes from the previous meeting were read out loud and clear by Mr. Ivan Wabuyobo. |  |
| Overview of what is being worked on | **Mobile app Poscream**  **1**. Removing a bug from the sales window, where the sale in a cart could not be edited.  **2**. The stocking module was half done and still being worked on.  **Poscafe**  **1.** The team currently working on stocking. | **Mobile app Poscream**  **1.** Correcting the bug on sales window  **2**. Stocking module.  **Poscafe**  **1.** Stocking module |
| What was completed previous week | **Mobile app Poscream**  **1**. The services module was completey dusted and done.  **Poscafe**  **1.** The order module was worked on.  **2.** Expense module was worked on.  **Poscream**  **1.** All comments from the previous discusions as reported were worked on, that is to say Navigation with in modules was handled through shortcuts. | **Mobile app Poscream**  **1.** Stock module.  **Poscafe**  **1.**  Order module  **2.** Expense module  **Poscream**  **1.** Shortcuts were handled on sales window. |
| Focus for the starting week | **Mobile app Poscream**  **1.** The app to be deployed to google play store.  **2.** Finishing up the stock module which was half were done the previous week.  **3.** The app to be testes on a large data set.  **Poscafe**  **1.** The team was to work on the chefboard, and receipts  **Poscream**  **1.** The team was to handle stocking, stock adjustments, and stock transfer | **Mobile app Poscream**  **1.** Deployment to google play store.  **2.** Finalizing the stocking module.  **3.** Testing the app.  **Poscafe**  **1.** Chefboard  2. Receipts  **Poscream**  **1.** Stocking  2. Stock adjustments  3. Stock transfer |
| Technical Challenges & emerging solutions | **1.** Time lagging mainly after making a sale during receipt printing. |  |
| Demonstration of new features to the team | Smith Demonstrated the progress on the Desktop App |  |

**Closure**

The meeting was thereafter adjourned ……………………………………….

Compiled by:……………………… Signature: …………………………………

Approved by: Chairperson Signature: ………………………………….