# Plan of Action

* 1. Setup documentation template - GS
  2. Setup SVN to start with - Jaco
  3. Later SharePoint area for safe / general repository and access - Sherwin
  4. Jaco document – split into individual word files
     1. Main section as the root
     2. Look at inserting links
     3. Start wit h1st in source document to create separate word document
  5. Sherwin to introduce to Jaco Microsoft Reporting Services – simple and to understand practically
  6. Jaco to investigate epMenu re-write in a new methodology (C#, Java …. )
     1. Develop C# sample that can call latest Crystal
     2. Investigate Report Services to run batch generated reporting
     3. GS to review Catalogue sub system
  7. Items to attend to:
     1. Review ALL backups with Teko
        1. SVN
        2. Database
        3. Point of Sale
           1. Cashier
           2. Banking
           3. Multiple methods of payment
           4. One payment to multiple accounts
        4. User file-server stored data
        5. DRP review (get detail from Samuel)
        6. BCP review (get detail from Samuel)
        7. Technology and Internet Use policy
        8. Company policies and procedures
        9. Disciplinary code
  8. Jaco long term development strategy for ePart
     1. Review ePart re-dev
     2. Developer tools
     3. Consider cloud based using web server & browser application HTML5 standards to allow ease of client-side deployment
     4. WebSockets

# Tasks