



IT DEPARTMENT MEETING MINUTES

DATE:

12/05/2023

TIME:

01:30 PM

FACILITATOR:

Hov Hong

IN ATTENDANCE

Nhep Daleap

Chhor Oudam

Sok Bunthea

My Sey

Hov Hong

AGENDAS

- Getting ready for demonstration to Top Management.
- Recruitment Module.

GETTING READY FOR DEMONSTRATION TO TOP MANAGEMENT.**1. Dashboard items**

- Reasons Staff Resignation
- New Staff
- Staff Resignation
- Resignation Staff
- Promoted Staff
- Transferred Staff

2. Data input for sample (1 normal employee, 1 HR employee)**RECRUITMENT MODULE AND OTHER REQUIREMENTS**

1. Requirement for Recruitment module (Confirm day 17-05-2023)
2. Update Reason for Resignation (Change from Free Text input to Dropdown List)
3. CRUD for Training
4. Dashboard for Training
5. Report Training