**Topic: Building credibility at the workplace**

**Meeting purpose:**

Breakdown and understand the topic, debate about the different parts of the topic, have a better idea of what we want to present

**Before the meeting:**

Everyone will:

* Read ALL documents in the info pack
* Research a little more and share some information that you have
* Read up on the additional document assigned
* Pick a main topic of discussion that you want to share

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| Person | Topic |
| Sharif | <https://hi.hofstede-insights.com/national-culture> |
| Haofeng | <https://www.youtube.com/watch?v=klSd9RRI5WM> |
| Tuan | <https://www.youtube.com/watch?v=qKViQSnW-UA> |
| Isaac | <https://www.projectpractical.com/monochronic-vs-polychronic/> |
| Shyun Yin | <https://www.youtube.com/watch?v=O2pfwt6GL8I> |

**Agenda:**

1) Sharing for each person/sub-topic: 1 min (for individual sharing) + 3 min (discussion and debate about the topic by everyone)

2) Set agenda for the next meeting (2 min)