

Meeting Minutes

Weekly Meeting with team Meeting No: 1

Meeting Details

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|------------|---------------------------------------|
| Date: | 05/10/2020 |
| Venue: | Teams Channel |
| Attendees: | Arone Tien Man Todd Dylan |
| Apologies: | |

Information / Decisions

| No. | Item |
|-----|--|
| 1. | Employee Dashboard base has been created and now needs the backend of the code to display employee information |
| 2. | Further testing has been considered to iron out issues |

Action Items

| No. | Item | Who | By |
|-----|---|-------------|-------|
| 1. | Employee Dashboard completed with backend integration | Tien/Todd | 14/10 |
| 2. | Further test cases for the code | Dylan/Arone | 14/10 |