**Meeting Minutes**

**13th WIL Group Meeting**

**Module:** Work-Integrated Learning (WIL)  
**Meeting Type:** Urgent Group Meeting

**Venue/Platform:** WhatsApp  
**Date:** 15 September 2025  
**Time:** 16:05 PM – 16:15PM  
**Duration:** 15 Minutes

**Minute Taker:** Nosipho Kubheka

**Attendance**

**Present:**

* Msizi Lamula
* Minenhle Dladla
* Shaldon Sindraj
* Darren Dhanasar
* Nosipho Buhle Kubheka
* Amahle Gcumisa

**Agenda / Discussion Points**

1. **Student requesting to join group**

* Lungelo Duma approached group leader and asked to join the group as group she was in had complications and ended up splitting .
* Request for student to join and feedback from team .

1. **Check up on how 2nd Figma Mock-ups are going .**

* Shaldon mentioned that he will not be able to do the mock-ups as his laptop is broken .
* Lungelo Duma offered to do the mock-ups and submit by 20 September 2025

Note :

* Shaldon has not done any work that has been given to him therefore he was moved to documentation and Lungelo Duma took over the UX/UI design role.

**Action Items**

| **Task** | **Responsible Members** | **Deadline** |
| --- | --- | --- |
| Student requests to join group ( Lungelo Duma | Minenhle Dladla | 15th October |
| Update Denzyl about new member in the group | Minenhle Dladla | 15th October 2025 |
| Figma mock-ups for presentation for the 23rd of September 2025 | Lungelo duma | 20 September 2025 |

**Next Meeting**

**Date:** 23 September 2025  
**Time:** 10:00 PM  
**Purpose:** Group meeting Reviewing Mock-ups with Denzyl

**Minutes Prepared By:**  
 Nosipho Buhle Kubheka an Minenhle Dladla   
**Date:** 15 August 2025