**Meeting Minutes**

**12th WIL Group Meeting**

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

**Venue/Platform:** whatsapp  
**Date:** 10 September 2025  
**Time:** 12:00 PM – 12:15PM  
**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. **Documentation**

* Darren Dhanasar and Nosipho Kubheka are confused as what they are supposed to do in regards of compiling the final documentation of the WIL POE.
* Minenhle had to Split the work for them and mentioned that all documentation must be submitted on the 15th of October 2025.

1. Clickable igma Mockups for Presentation for 23rd September 2025

* Shaldon was asked by group leader to prepare a clickable mockup for the application for the group presentation that will be held on the 23rd of September and submit it on the 20th of September 2025.( as they have not contributed any work to the group)

**Action Items**

| **Task** | **Responsible Members** | **Deadline** |
| --- | --- | --- |
| Keep updating team with documentation | Nosipho Kubheka and Darren Dhanasar | 15th October |
| Figma Clickable Mock-up screens | Shaldon Sindraj | 20 September |

**Next Meeting**

**Date:** 20 September 2025  
**Time:** 12:00 PM  
**Purpose:** Review of Mock-ups for Presentation by Shaldon Sindraj

**Minutes Prepared By:**  
 Nosipho Buhle Kubheka an Minenhle Dladla   
**Date:** 13 August 2025