Meeting Minutes

Meeting Title: *Weekly Work Update Meeting*

Date: *16-11-2024*   **Time:** *10 AM -11 AM*

Location/Link: *: https://meet.google.com/oqj-tcgk-avd*

Attendees: *[List of all participants present, with their roles or departments]*

S/N	Name of Attendees	Designation	Remarks
1	Khalid-Bin-Hassan	Software Engineer	
2	Fahamidul Haque	Jr Software Engineer	
3	Al-amin Sobuj	Software Engineer	
4	Ekramul Hasan Shawon	Jr Software Engineer	
5	Imiran Hossain Tutul	Jr Software Engineer	

Apologies: *[List of members who were absent or unable to attend]*

S/N	Name of Attendees	Designation	Remarks
1			
2			

S/N	Agenda Topic	Discussion: *[Summary of the discussion on this item]*	Decision: *[Outcome or decision made regarding this item]*	Action items: *[Specific tasks assigned, including responsible person and deadline]*
1	SCMS	New Requirement of AT & AAT case, and Multiple main Defendant .	1. AAT case entry form design update and CRUD. 2. Display AT & AAT data in Dashboard. 3. Adding Multiple Defendant in high-court case.	1. AT, AAT and Bug list will be solved by Aoyon. 2. Main Defendant Issue will be solved by Khalid.
2	e-Court V2	Jafrin Apa requirement wise Mobile court system update.	1. Need To work on Register Module 2. Need To work on common Dashboard	1. Al-amin Sobuj bhai will work on Register Module. 2. Tutul Bhai will work on

			3. Need To update UI as per Figma Design	Dashboard Module. 3. Anik Bhai will update the UI/UX.
3	**Report Management System**	**Upazila Wise Report**	1. **Upazila Wise LdTax collection Report** 2. **Upazila wise Organization Ldtax Collection REport**	1. **Need to update user role.** 2. **Need to give permission to user.** 3. **Need to add edit option.**

Agenda Items:

Next Meeting:

- **Date:** *30-11-2024*
- **Time:** *[Next meeting time]*
- **Location/Link:** *[Meeting venue or virtual meeting link]*

Meeting Adjourned: *[Time the meeting was adjourned]*