

Meeting: Ninth Official Sponsor Meeting
Date: 09th September 2016
Location: B3 Bistro
Attendees: Zong Wei, Wendy, Gao Min, Chingyi, Weilun Edmund,
Absentees: -
Minutes Prepared by: Wendy
Vetted by: Zong Wei

Points to Note

1) Things to ask Edmund:

- Removal of sub-user (ok)
- Lowest sales done
- Sort by type done but not by latest
- Add New Record:
- Separate total COGS:
- App used as a reason to understate their income tax payable???
- UAT 1: 20x Users
 - i. From us: 8
 - ii. From clients: 12

2) ***send excel for dataset***

3) **Income Tax:**

- Four field only: i) revenue ii) gross profit iii) allowable business expenses iv) adjusted profit/loss
- The allowable business expense cannot be computed by us → not all non-foods expenses can be claim
- After that then adjusted profit/loss is being generated
- After calculate: pop up disclaimer that the income tax is only an indication of the tax you have to paid. Please check with your accountant.....

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4) **Report:**

- Separate total sales, total COGS, total expenses
- ***peak sales, low sales***

5) **Main Page:**

- Overview for the week
- Display safe, COGS, expenses, profile

6) **Add New Record:**

- Just one page, without having to click on any tab
- Drop down menu for previously/frequently used key words

7) **Calendar - Edit table:**

- Have a question mark button to show: swipe right to delete etc

8) Notify and got consent from client regarding change in schedule:

- Swap Backend Admin Module with Notification Module

Meeting is adjourned at **1500**.
