

Morning standup meeting

Date: 9th December, 2021

Location: Go-Groups Ltd

Chairperson: Chi Claudette

Members present:

Vifieh Ruth	Morelle Olivia
Kouo Sulaymane	Ndzo Daniel
Suh Edmond	Babi Beula
Chi Claudette	

Agenda

- Discussed on the tasks performed by everyone with respect to the individual goals.
- Discussed on the challenges faced.

Review of agenda

Everyone presented their tasks done for the day. Some completed their tasks while others didn't complete because of some constraints. The major constraint was time.

Other matters

Nothing much was said during the meeting.

Adjournment

Meeting was adjourned at 9:00 am