Minutes of Meeting

# Meeting Information

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| SUBJECT: | 20th Internal Meeting |
| Date: | 1st April 2017 |
| Time: | 12:00pm – 6:00pm |
| Venue: | Li Ka Shing Booth 4.1 |
| Attendees: | Teh Kaixin (KX), Nabilah Banu (NAB), Chien Shu Yan (SY), Sean Kwok (SK), Nicole Goh (NIC) |
| ABSENT WITH APOLOGIES: |  |

# Meeting Records

| No | ITEM | REQUESTED  /REPORTED BY | Action BY |
| --- | --- | --- | --- |
| **1.** | Information:  To do:  Sean   1. Fix ranking if there are many 3rd then it should not be followed by 4th ranking 2. Screenings Infant - Client list should display infant age in months, currently is 1 or 2 years old 3. Method compareDate have to change date format to YYYY-MM-DD   Nic   1. Revert back to old Nav Bar if current view cannot be fixed 2. Logged in as admin put as one line 3. Client fix white area to be the same size even if no results are shown, should be same across all pages 4. For ABC add in a “|” after the alphabet 5. View Screenings- Export button missing 6. Draft email - screening selected not displayed 7. Export Buttons shift to right, change to blue color 8. Dashboard - Display Top 5 Doctors on load 9. Dashboard - Types of Visa Requested (Jun 15 - Present) 10. Gender & Age change to Gender - Age 11. Colors of toggle button should change per selection | TEAM | INFO |
| **2.** | The meeting ended at 6.00pm. | TEAM | INFO |

The meeting was adjourned at 6:00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Recorded/ Updated by: Teh Kaixin

Reviewed/Edited by: Teh Kaixin

Date: 1st April 2017