Meeting minutes

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| --- | --- |
| **Title** | TRANSFORMATION PROCESS |
| **Day** | FRIDAY |
| **Location** | usa |
| **Meeting Called by** | officer |
| **Participants** | 2 participants |
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# Agenda

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| **Item no** | **Time allotted** | **Minute/second** | **Topic** |
| 1. | 0.00-0.40 | 40 sec | Introduction |
| 2. | 0.40-1.58 | 1.2 min | General talk regarding further plans |
| 3. | 1.58-9.30 | 7.4 min | Primary idea-  Things to do –  How to follow transformation process ,generize it,  Make 10 questions on it  Work on job ID , Transform text and put in formats |
| 4 | 9.30-11.20 | 2 min | Secondary idea-  Collect the data base connections form NEW Pom Desk  Oracle and Postrans  Make side project  Create excel file |
| 5. |  |  |  |

# Discussion and Conclusions

## Item 1

**Topic:** primary things to do

**Time :** 5.4 min

**Discussion:**

* Work on transformation process
* Work on job id, transfer data text in format using a table
* Targets and data frame transfer

**Conclusions:**

* So prepare well with the primary data
* Come prepared with 10 questions regarding it
* Work on it regenerise it and after that implement it to the system.

## Item 2

**Topic:** \_secondary idea\_\_

**time:** 2 min

**Discussion:** Secondary idea-

Collect the data base connections form NEW Pom Desk

Oracle and Postrans

**Conclusions:**

* Prepare a side project
* Create a excel file

**SUMMARY**

**WORK ON TRANSFORMATION PROCESS**

**REGENRATE IT WITH NEW IDEAS**

**CREATE JOB ID PIN , PERSONAL DATA FORMS AND TABLES**

**CREATE SIDE PROJECT AND A EXCEL FILE ON IT**