

Syed Abdallah Albeez
Syed 7862001@gmail.com'
PLAN OF ACTION::

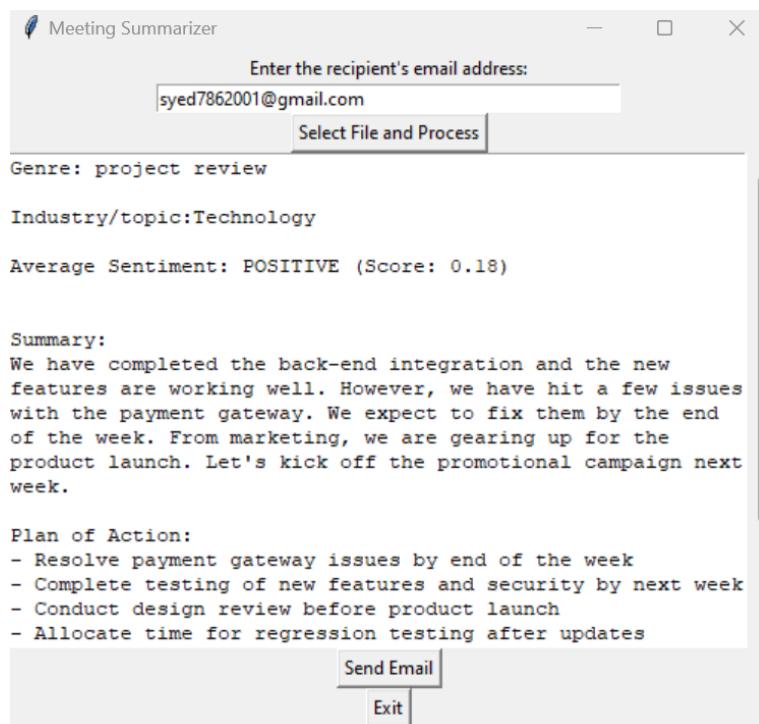
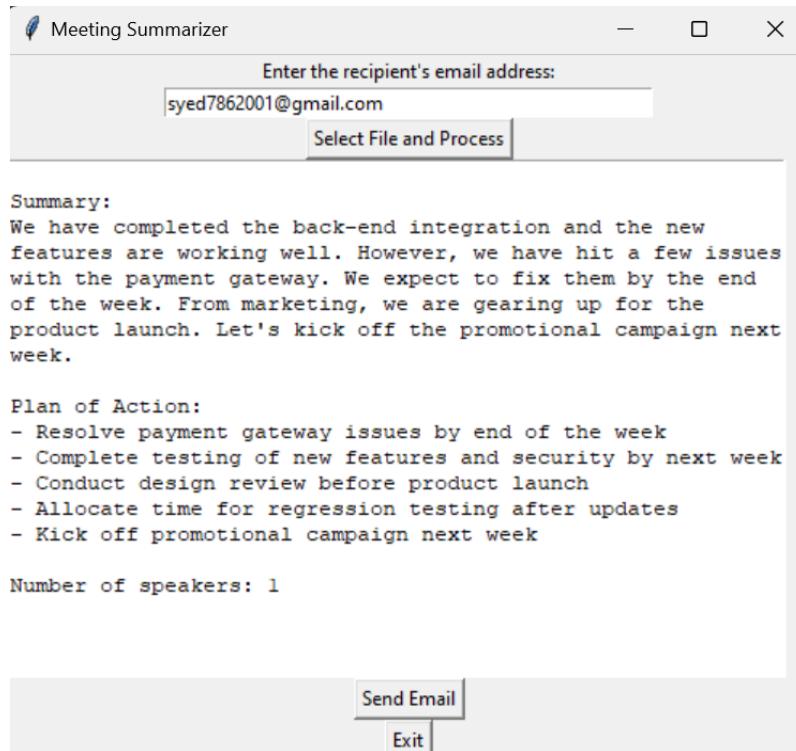
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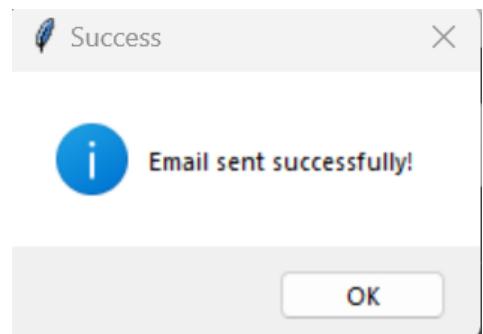
→ Plan of Action:
1. Resolve payment gateway issues by the end of the week.
2. Continue testing of new features and allow time for reporting and security confirmation.
3. Begin promotional campaign for product launch next week.
4. Conduct design review before launch to catch any issues.
5. Allocate time for regression testing after updates to ensure no regressions occur.

Plan of action saved to /content/gdrive/My Drive/meet/plan_of_action.txt.
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User Interface Implementation:



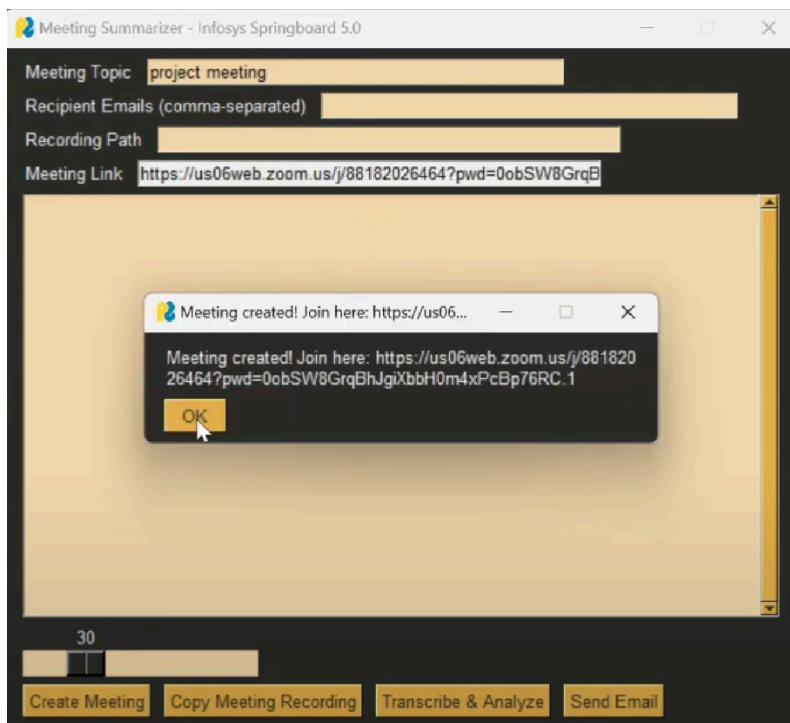
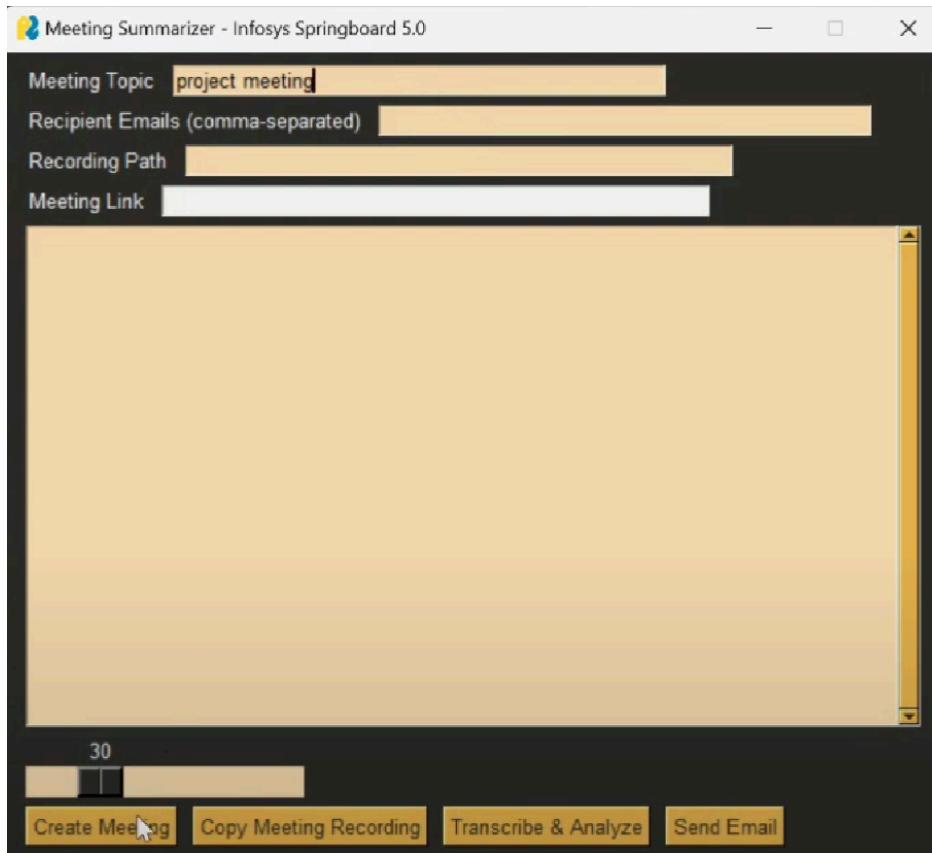


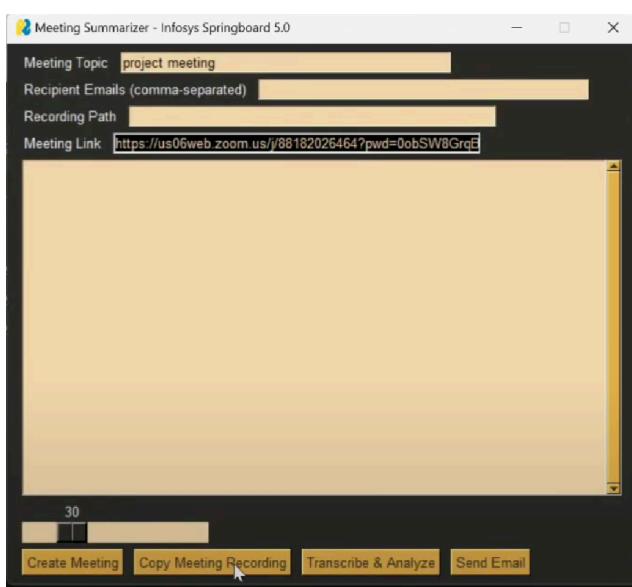
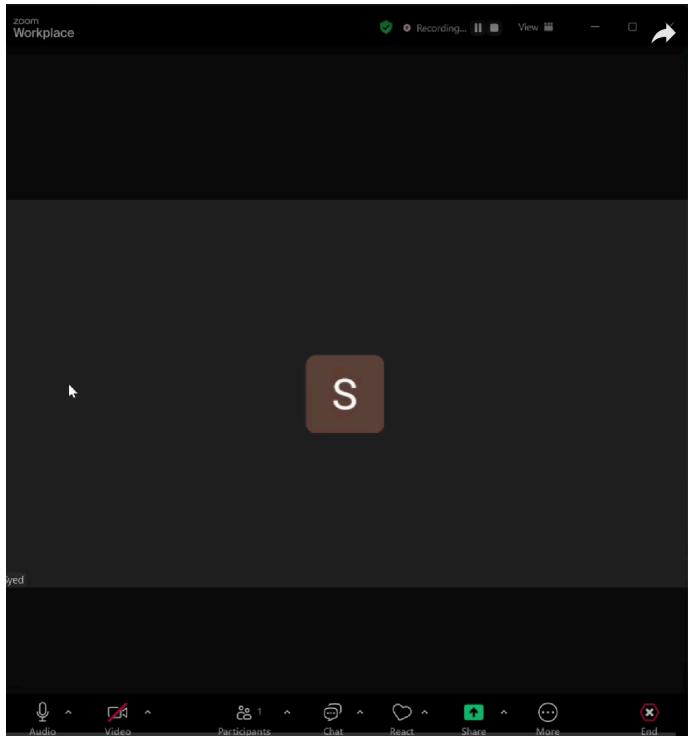


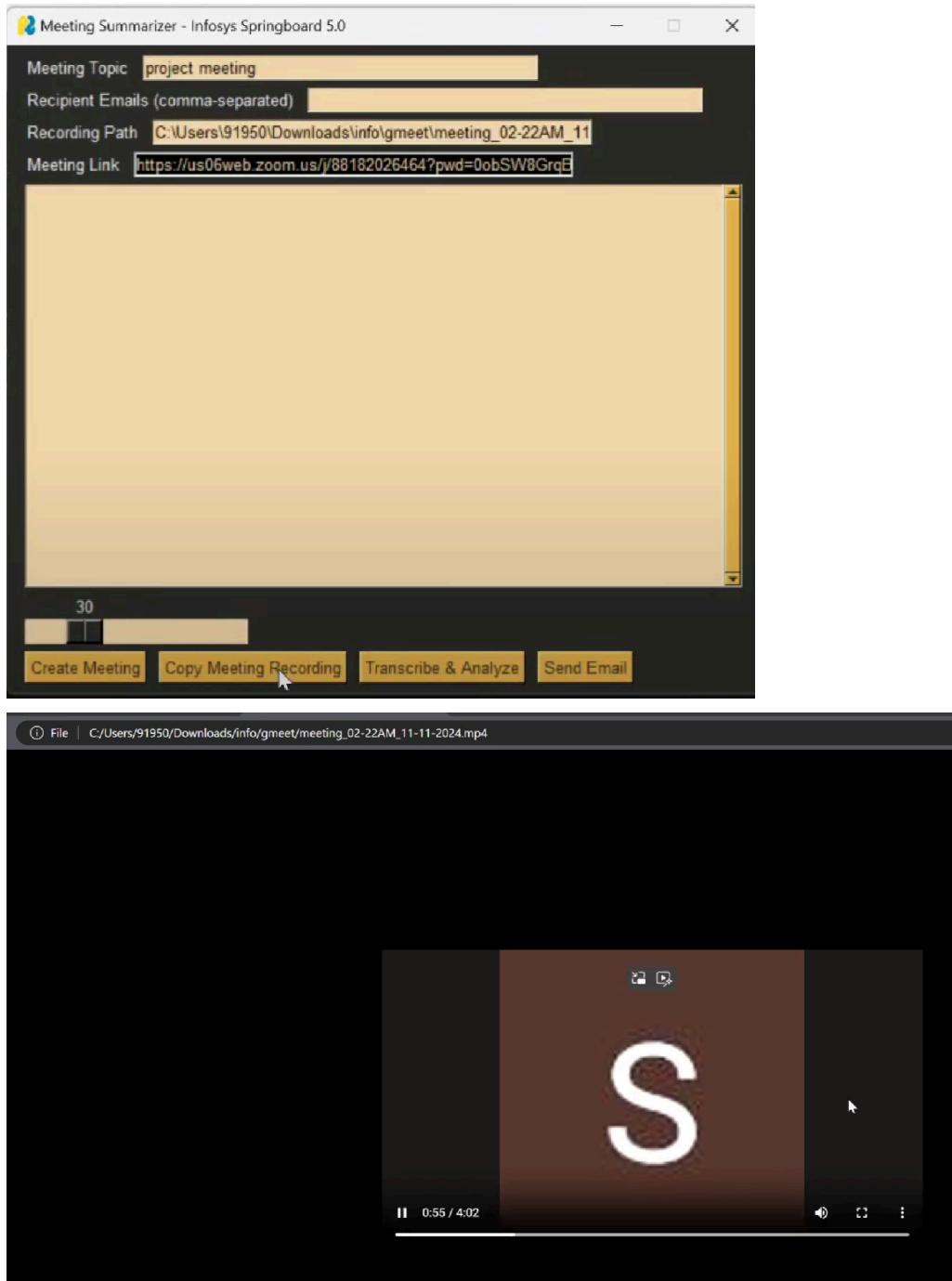
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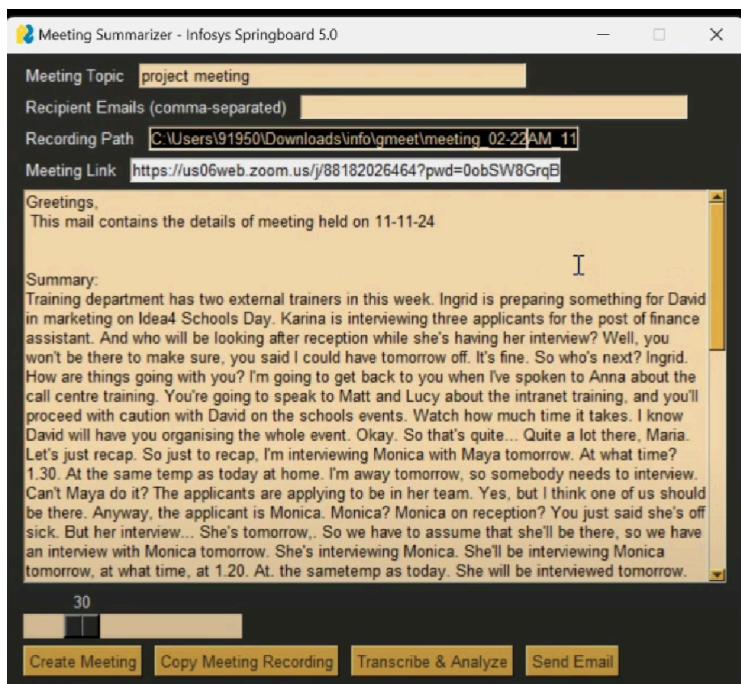
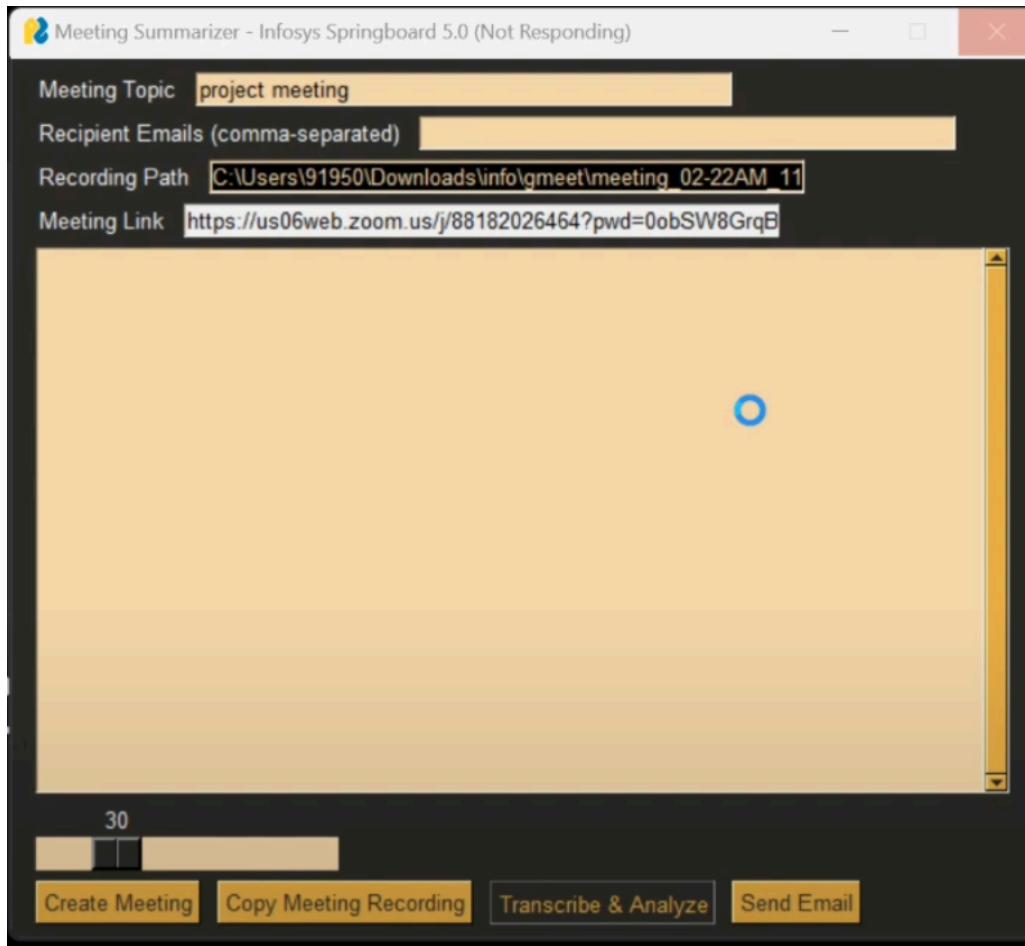
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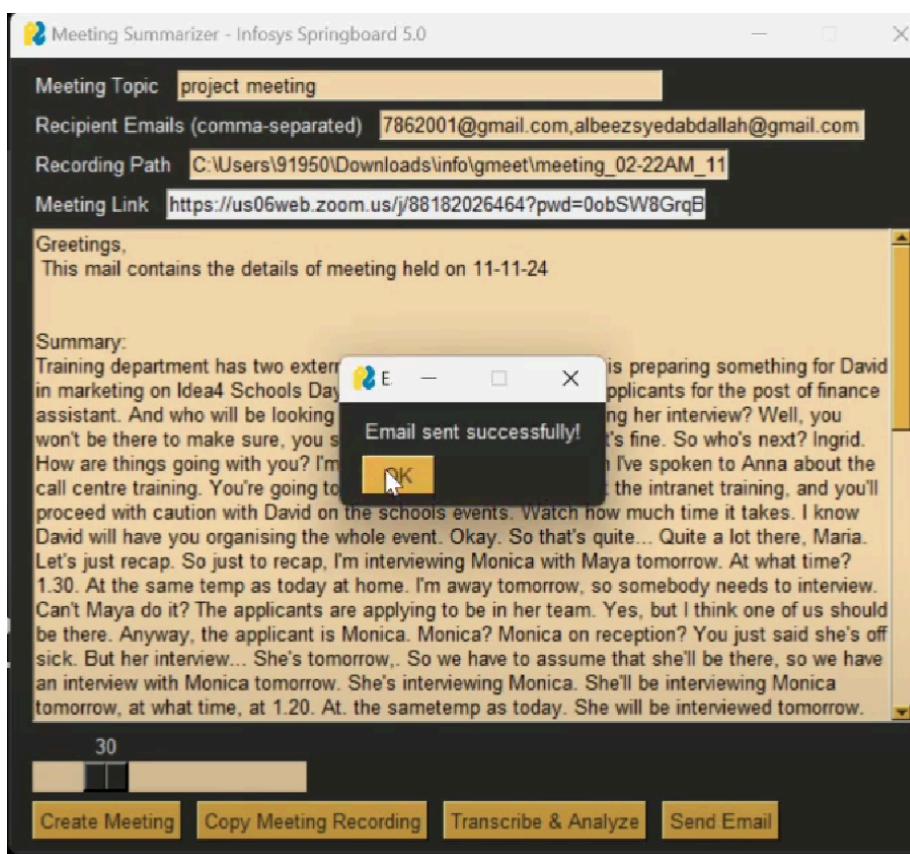
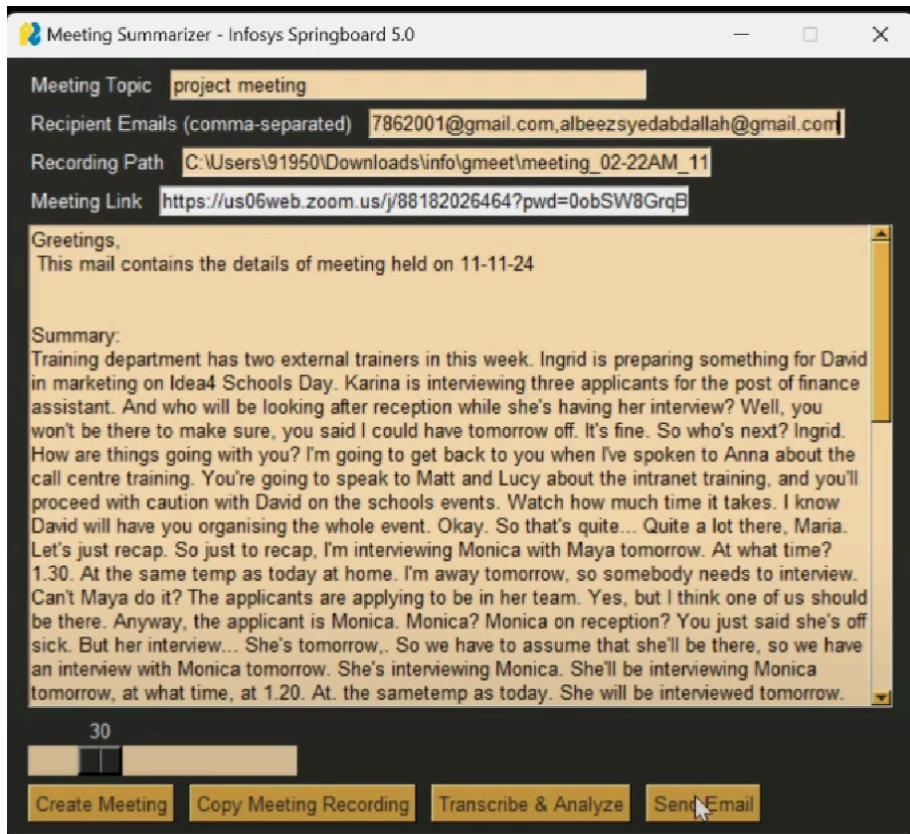
UPDATED UI :













Syed Abdallah Albeez <albeezsyedabdallah@gmail.com>

Meeting Summary - 11-11-24

2 messages

albeezsyedabdallah@gmail.com <albeezsyedabdallah@gmail.com>
To: syed7862001@gmail.com, albeezsyedabdallah@gmail.com

Sun, Nov 10, 2024 at 9:10 PM

Greetings,
This mail contains the details of meeting held on 11-11-24

Summary:

Training department has two external trainers in this week. Ingrid is preparing something for David in marketing on Idea4 Schools Day. Karina is interviewing three applicants for the post of finance assistant. And who will be looking after reception while she's having her interview? Well, you won't be there to make sure, you said I could have tomorrow off. It's fine. So who's next? Ingrid. How are things going with you? I'm going to get back to you when I've spoken to Anna about the call centre training. You're going to speak to Matt and Lucy about the intranet training, and you'll proceed with caution with David on the schools events. Watch how much time it takes. I know David will have you organising the whole event. Okay. So that's quite... Quite a lot there, Maria. Let's just recap. So just to recap, I'm interviewing Monica with Maya tomorrow. At what time? 1.30. At the same temp as today at home. I'm away tomorrow, so somebody needs to interview. Can't Maya do it? The applicants are applying to be in her team. Yes, but I think one of us should be there. Anyway, the applicant is Monica. Monica? Monica on reception? You just said she's off sick. But her interview... She's tomorrow,. So we have to assume that she'll be there, so we have an interview with Monica tomorrow. She's interviewing Monica. She'll be interviewing Monica tomorrow, at what time, at 1.20. At the sametemp as today. She will be interviewed tomorrow. The applicant will be Monica. It will be at 1:30. The interview will be for Monica, who is off sick, but her interview is tomorrow. Monica will be on reception. The interviewer will be Maya. She is interviewing Monica for the finance assistant post. Monica is on reception and will be interviewing her tomorrow. And she will be in the reception room. The application is for Monica to be a finance assistant, which is a position in the finance department. Monica's interview is for a post in the Finance Department. Monica has been on reception for a few weeks. She was on reception yesterday. She has been off sick today, but she's on reception tomorrow. So, who's the applicant for finance assistant? Monica.

Plan of Action:

1. Maria will speak to Anna about the low attendance at call center training and provide an update to the team.
2. Maria will also speak to Matt and Lucy about the delays in IT for intranet training and provide an update to the team.
3. Maria will proceed with caution when working with David on the schools events to ensure it does not impact the training budget.
4. Karina will interview Monica for the finance assistant position with Maya tomorrow at 1.30 PM.
5. The team will ensure that reception is covered by the temporary staff while Monica is having her interview.

Genre: team meeting

Industry/Topic: Marketing

Sentiment Analysis:

Average Sentiment: POSITIVE (Score: 0.10)

Number of Speakers/Participants: 3

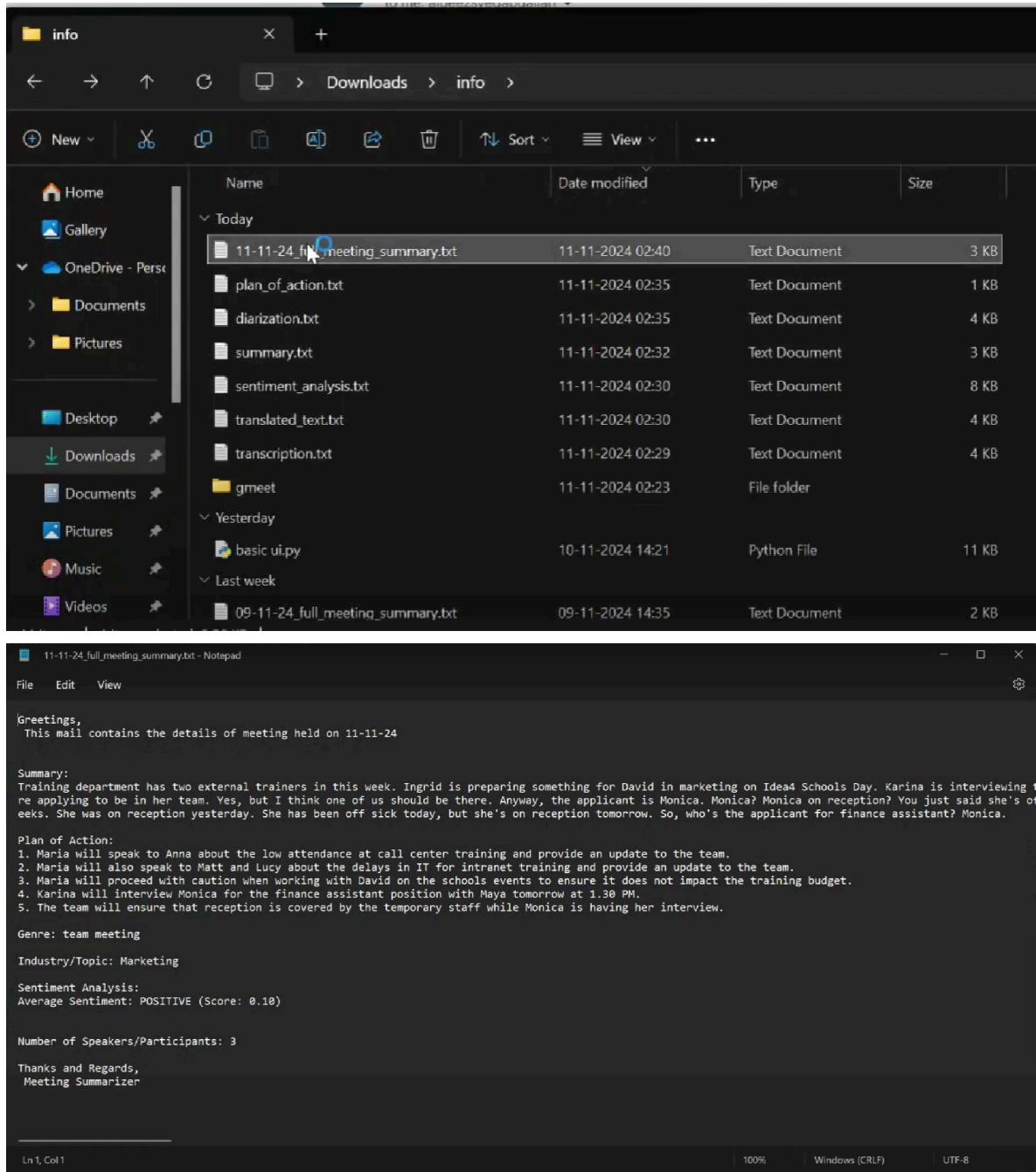
Thanks and Regards,
Meeting Summarizer

Syed <syed7862001@gmail.com>
To: albeezsyedabdallah@gmail.com

Sun, Nov 10, 2024 at 9:15 PM

<https://we.tl/t-1M73r0z4UC>

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Updated Milestone 3 code:

<https://drive.google.com/file/d/1AzTnKh-KIS30SStzxXWBJ83Lt4vhepff/view?usp=sharing> &
Github Branch