

TEAM R&I

Internal Meeting Agenda

Meeting/Project Name:	2018T2 R&I		
Date of Meeting (DD/MM/YYYY):	08/02/2019	Time:	1530 – 1700
Meeting Facilitator:	Liting	Location:	SIS GSR 2-3

1. Meeting Objective

1. Update on Progress

2. Attendees

Name	Attendance	Remarks
Chow Li Ting	Present	-
Teng Shu Yan Rachel	Present	-
Thevakumaren S/O Morgaya	Present	-
Raghavendar Gowri Sankar	Present	-
Mok Hao Ze Benjamin	Present	-
T S Kautham	Present	-

3. Pre-work/Preparation (Documents/Handout to bring, reading materials, etc)

Description	Prepared By:
-	-

4. Agenda and Notes, Decision, Issues

Topic	Owner
Update on Progress <ol style="list-style-type: none">1. Bill Payment<ol style="list-style-type: none">a. Completed but removeStandingInstruction.java got problemb. Selecting multiple billing organizations must be able to select/key in specific details for each organization<ol style="list-style-type: none">i. Need to cfm with client2. Fund Transfer<ol style="list-style-type: none">a. Create payee with 2FA is completedb. Fund Transfer (Normal) is done but there is some UI problem<ol style="list-style-type: none">i. Left with confirmation page3. Tibco (Batch Standing Instruction)<ol style="list-style-type: none">a. Quite a lot left and need to include code java fileb. Need to double confirm with client4. Login (Authentication Module)<ol style="list-style-type: none">a. Completed and deployed5. Accounts Module 2	Liting

<ul style="list-style-type: none"> a. Customer Preference can display but need beautify the UI 	
<ul style="list-style-type: none"> 6. Project Management <ul style="list-style-type: none"> a. Ready for acceptance, left with update of charts 	

5. Action Item		
Action	Owner	Due Date
Chart Update	Liting	12/2/2019
Complete Accounts Module	Rachel	12/2/2019
Complete Fund Transfer (Recurring and Future)	Raghav & Theva	14/2/2019
Complete Bill Payment (Confirmation Page + Error)	Benjamin	14/2/2019
Fix DCD Bug	Rachel	14/2/2019
Complete Tibco	Kautham	14/2/2019
UT Documents	Liting	15/2/2019

6. Next Meeting (if applicable)	
Date (DD/MM/YYYY):	15/02/2019
Time	1530-1700
Location	SIS GSR 2-3
Objective	Process update on coding and PM