

## Product Enhancement

16-Aug-2021, 10:00 AM - 12:00 PM

Hosted By: Admin

Venue: 208, 2<sup>nd</sup> Floor, Dukhan Building-50, Doha, Qatar

No.of invitees: 7 No.of attendees: 6

Name	Organization	Designation	Attendance
AKBAR SHIHAB	General	SEO Specialist	Attended
Jaisy Anthony	QHR	HR Manager	Attended
Nikhil Valsan	Qweb	Developer	Attended
Bipin	Qweb	Designer	Attended
Vimal Vincent	Genesis Advertising & Sports Consultancy W.L.L	Managing director	Attended
Sharon Joseph	Genesis Advertising & Sports Consultancy W.L.L	Business Consultant	Attended
Nisha Vimal	Genesis Advertising & Sports Consultancy W.L.L	HR Director	Not Attended

### Description / Agenda:

- # Introduction by Jaisy - 5 Mins
- # Latest updates by Sharon - 15 Mins
- # Social Media Presentation by Akbar - 20 Mins
- # UI design presentation by Bibin - 15 Mins
- # Development Plans by Nikhil - 15 Mins
- # Summarise by Vimal - 10 Mins

### Minutes of Meeting:

- A preliminary discussion for MEET PASS product enhancement
- A detailed feedback about past 3 months task as part of the enhancement progress (Jaisy).
  - Explained the scope and decided to establish Meet Pass in the MENA region (Sharon).
  - Set of Posters for next 3 months reviewed and decided to create more videos (Akbar).
  - Phase 3 & 4 UI presented and approved by the team (Bibin).
  - Discussed and finalized implementation of new modules (Nikhil).
  - Described the summary of achieved milestones (Vimal).

### Signatories:

AKBAR SHIHAB		16-Aug-2021 02:34 PM
Jaisy Anthony		16-Aug-2021 02:39 PM
Bipin		16-Aug-2021 03:13 PM
Vimal Vincent		16-Aug-2021 02:26 PM