

# SID Meeting Manager



Statistics and Informatics Division  
Ministry of Planning

# SID Meeting Manager

## What is this about?

- ☞ This is a Mobile/Tab application
- ☞ It is a calendar with auto synchronization process for your official meetings.
- ☞ It can also manage your personal meetings.
- ☞ You will get notification in mobile when a new meeting is scheduled.
- ☞ You will get alert before 15min a meeting starts.
- ☞ Meeting information you will be able to see in your all devices where Google calendar is integrated.

# What are challenges.....

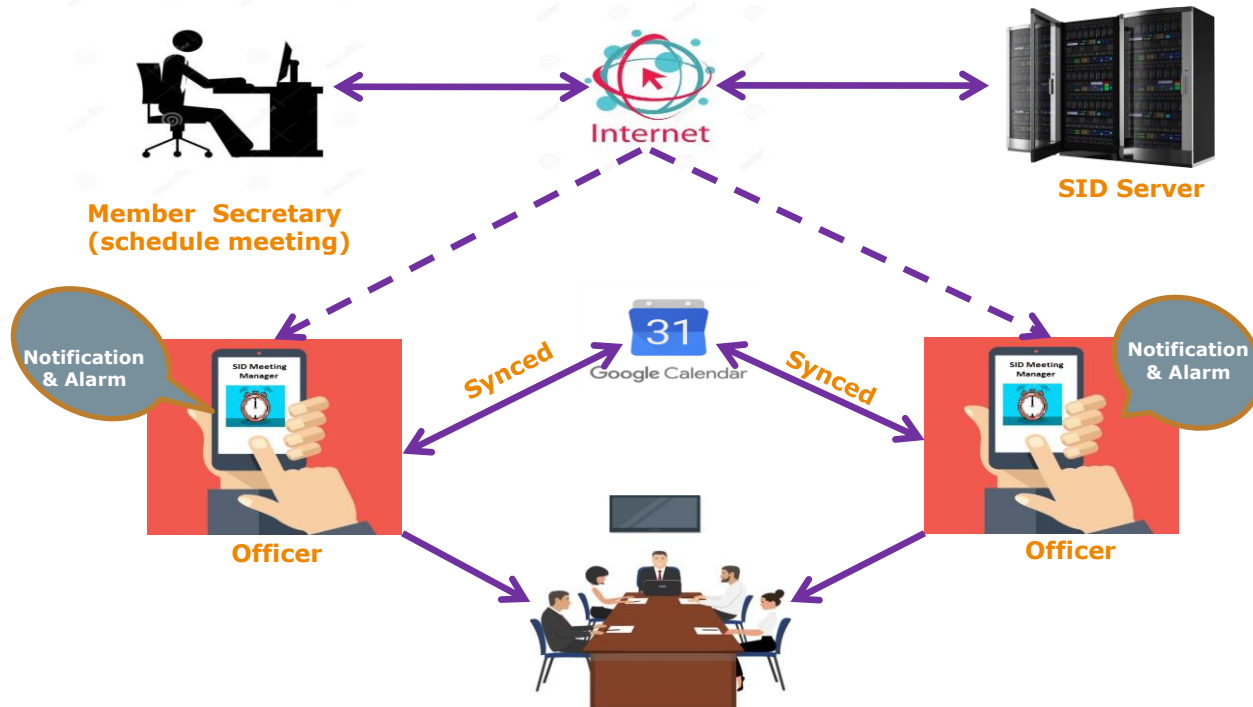
## Challenges for Member Secretary

- ☞ If concern officer is not in office then delivering meeting notice was problematic.
- ☞ If meeting schedule is changed then informing all officers is time consuming.
- ☞ There is no option for repeating meeting schedule.

## Challenges for me as meeting attendee

- ☞ If I am not available(in leave) in office, then I am not aware of the new meeting scheduled.
- ☞ If officer can't see file(mail file/dak file) then I don't know what are the upcoming meeting
- ☞ I can't see what are the dates I have meeting chaired by Secretary sir
- ☞ Often I am not aware when meeting is rescheduled.
- ☞ There is no meeting alert system.

# How SID Meeting Manager works



# Solutions (Web Application)



180.211.163.2:8088/admin/meeting/5

Statistics & Informatics Division  
Ministry of Planning

SID Meeting Manager

Meeting Management

Meeting/Committee Title

APA Team

Chairperson/Convener

Md. Nurul Alam

Meeting Date Time

2021-03-11 02:00 PM

Meeting Venue

B

Meeting Agenda

Urgent APA Meeting

Special Instruction

text ooo

Update

Guest/Meeting Members

search member

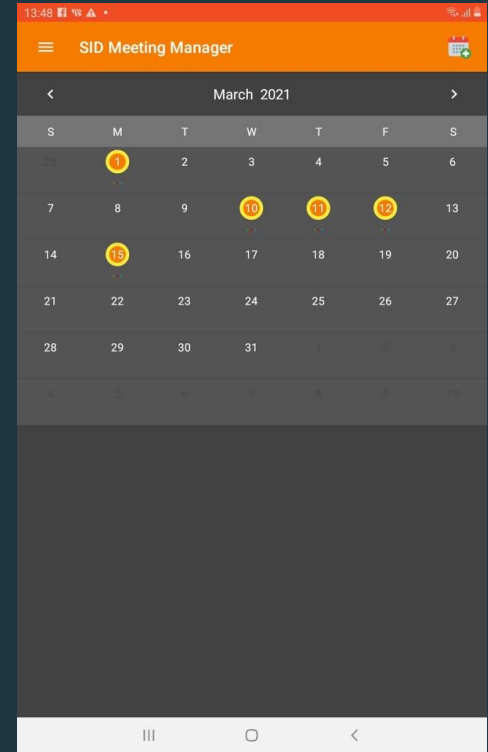
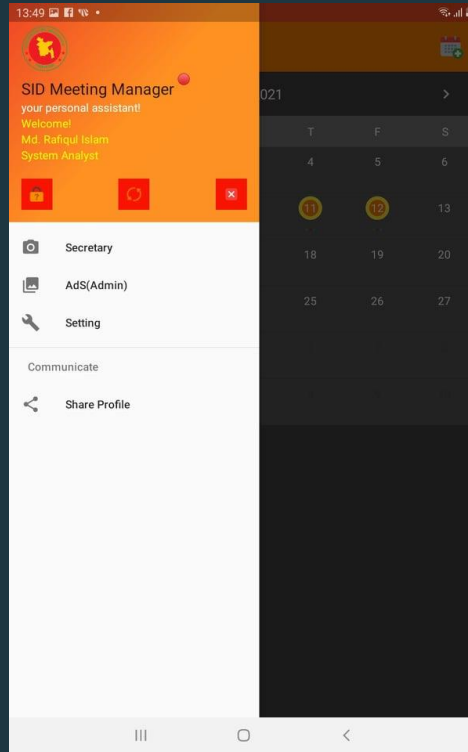
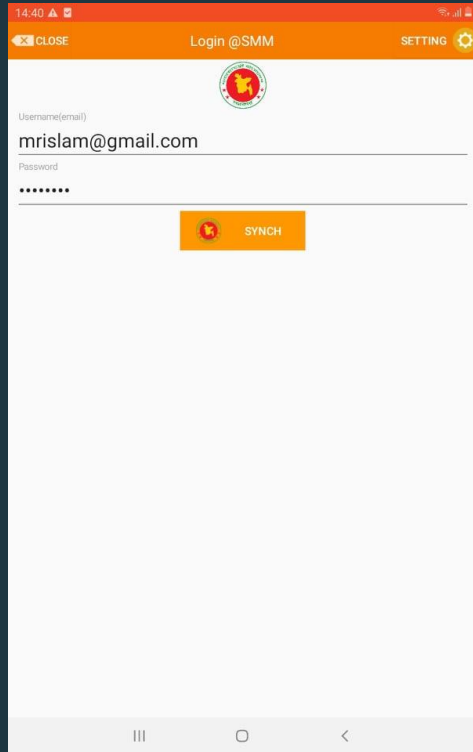
Add

Member Name	Designation	Department	Action
Md. Dilar Hossain(guest)	Deputy Secretary	Development Wing	[Edit] [Delete]
Md. Nurul Alam(guest)	Join Secretary	Informatics Wing	[Edit] [Delete]
Md. Rafiqul Islam	System Analyst	Informatics Wing	[Edit] [Delete]
Dr. Dipankar Roy (guest)	Deputy Secretary	SDG Cell	[Edit] [Delete]

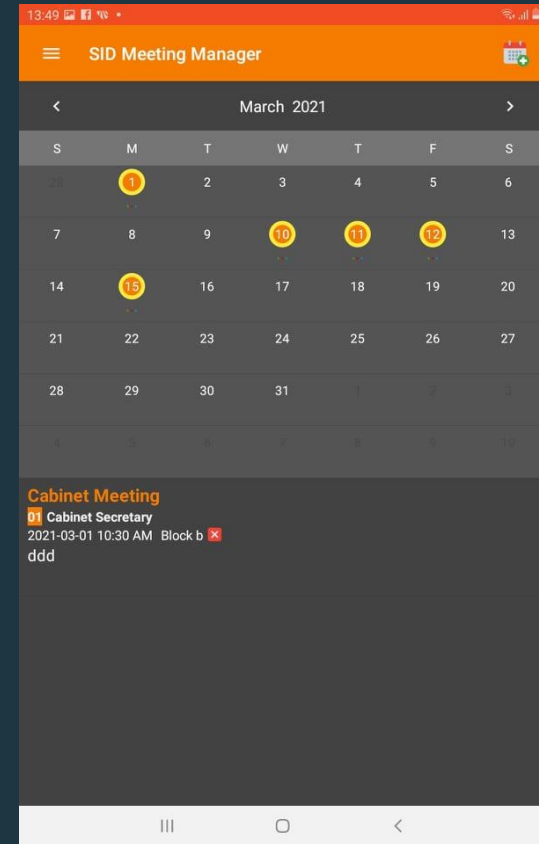
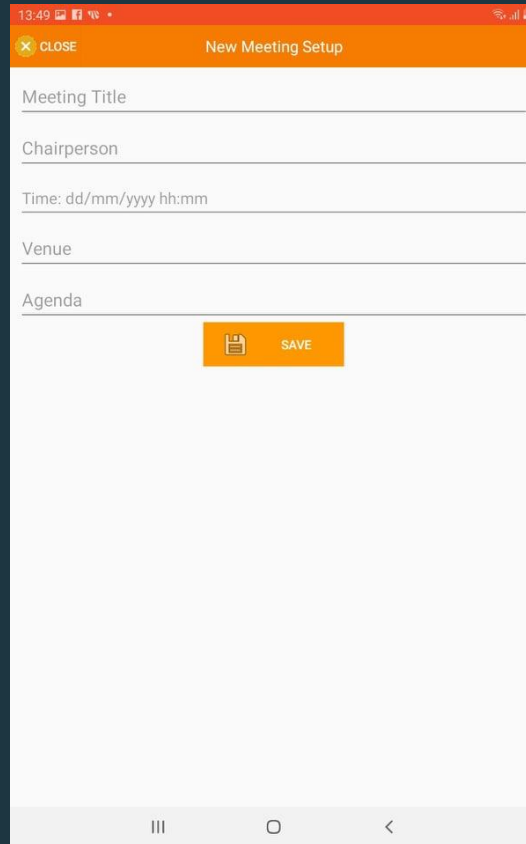
Enter search keyword

Meeting Title	Chairperson/Convener	Meeting Time	Venue	Total Member	Action
Innovation Team	Md. Rafiqul Islam	2021-03-15 01:00 PM	SID B Block	03	[Edit] [Delete]
APA Team	Md. Nurul Alam	2021-03-11 02:00 PM	B	02	[Edit] [Delete]

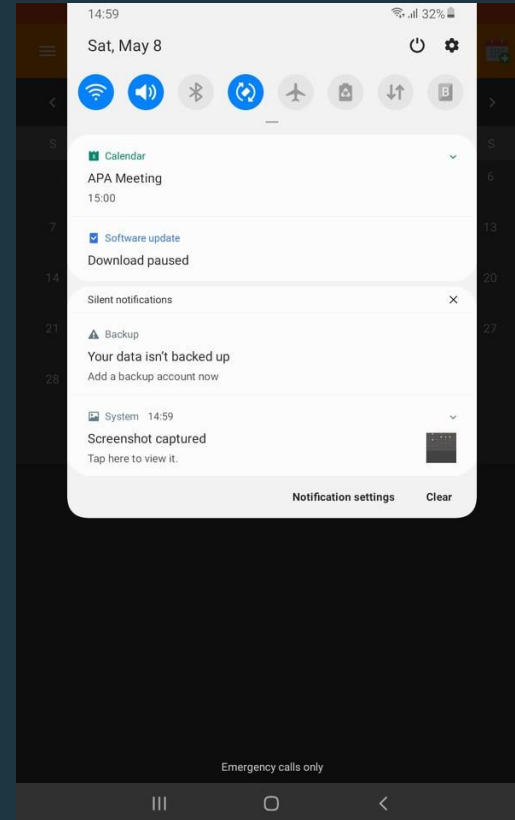
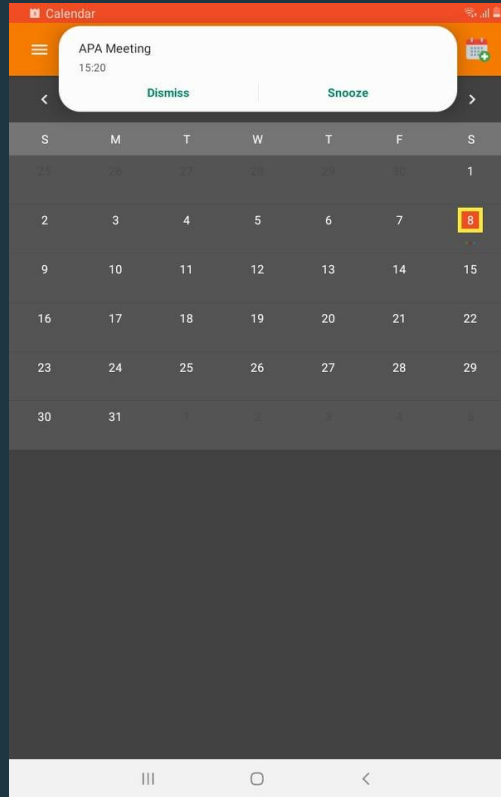
# Solutions (Mobile App)...



# Solutions(Mobile App)....

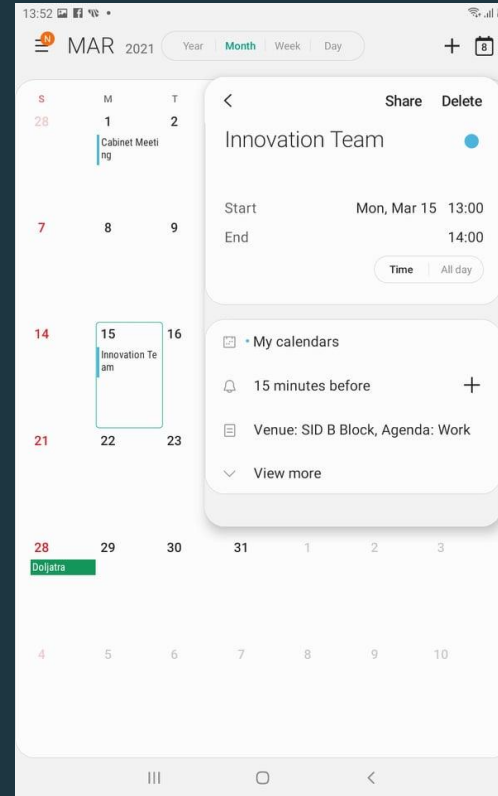


# Solutions(Mobile App)....





# Solutions (Google Calendar)....



# SID Meeting Manager

## TCV++




	Time	Cost	Visit	Quality
Before this innovation	1 day	100~5000 Tk	~100	Good
After this innovation	5 minutes	0	1	Excellent

## Who are the target users?

 SID All Officers

## Is it replicable?

 Yes, this is easily replicable in any office.

# Award and Achievement

- 👉 This application achieved 4<sup>th</sup> position at Innovation Showcasing held at 9<sup>th</sup> May 2021.