

Company Objectives

Company objectives are Set in the Meeting Designer:



Select the required meeting in the pull down menu

A screenshot of a 'Meeting Designer' interface. The top bar includes 'Printer Friendly View', a question mark icon, and a 'Company: Generic' dropdown. The main area is a table with columns: ID, Section, Sub S, Heading, Timelapse, URL Location, Instratstatsurl, Archive, Time Between review, and Update link. There are three rows of data. Row 1: ID 35, Section 2, Heading 'VIAMED Management Meeting', Timelapse '604800 (Seconds)', URL Location 'viamed', Instratstatsurl empty, Archive empty, Time Between review empty, and an 'Add' button. Row 2: ID 1, Section 0, Sub S 0, Heading 'VIAMED Management Meeting', Timelapse '604800 (Seconds)', URL Location 'viamed', Instratstatsurl empty, Archive empty, and an 'Update' button. Row 3: ID 3, Section 1, Sub S 1, Heading 'Any Changes in Agenda', Timelapse '604800 (Seconds)', URL Location empty, Instratstatsurl empty, Archive empty, and an 'Update' button. A note at the bottom says 'Ensure the Agenda on the right is Suitable for purpose'.

Under each meeting header we have a Text Area box to type in any required objectives relating to that header.

Instratstatsurl Field is used to point to any relating report screens within intrastats.

Click Printer Friendly View for a report on the subjects and objectives in a meeting:

Objectives are then presented in the Meeting sections, and box to fill in any notes on if objectives are met, need changing etc.