

**Example article for -Dispatching daily
meeting_05102016_15.30**

Dispatchers

Sayyed ALIAHAMMAD

Presence of the day

Planned

Not planned

1

2

Tickets that should be monitored and done

Streams	Ticket number	Due Date	Comment	Assigned to
I&P	495789	05 Oct 2016	resolved	Kavya Subramani-Ext
OTC				
PTP				
TECHNO				
RTR				



all the tickets are resolved

Principal tickets and milestones of the day

Streams	Ticket number	Due Date	Status	Comment
I&P	123456	19 Oct 2016	Pending	Not yet assigned any member
OTC				
PTP				
TECHNO				
RTR				



tickets are not resolved and dispatcher need to update it

