[](https://app.teamflect.com/)

# One-on-one meeting agenda

Name:

Date:

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| Agenda Topıcs | | |
| Topic 1 | Introduction to team |  |
| Topic 2 | Defining responsibilities |  |
| Topic 3 | Starting professional training |  |

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| Notes |
| Write your note here | |
| Write your note here | |